

# KNOW YOUR CITY GOVERNMENT



**NEWARK**  
**NEW JERSEY**



***Founded 1666***



NEWARK is the place where my home is founded; where my business is situated and where my vote is cast; where my children are educated; where my neighbors dwell, and where my life is chiefly lived. It is the home spot for me.

NEWARK has the right to my civic loyalty. It supports me and I should support it.

NEWARK wants my citizenship, not my partisanship; my friendliness, not my dissention; my sympathy, not my criticism; my intelligence, not my indifference.

NEWARK supplies me with protection, trade, friends, education, schools, churches, and the right to free, moral citizenship. It has some things that are better than others; the best things I should seek to make better, the worst things I should help to suppress.

Take it all-in-all, it is MY CITY, and it is entitled to the best there is in me.

HARRY S. REICHENSTEIN  
*City Clerk of Newark (1933-71)*



# Foreword

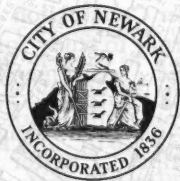
This new edition of "Know Your City Government" has been prepared by the Office of the City Clerk in response to many requests for information about Newark's form of government. Since its last publication in 1991, this booklet has been revised to reflect changes and updated information.

On the following pages you will find brief, current descriptions of the functions and duties of each city department, agency and board, as determined by the governing body, the Municipal Council. This booklet also contains lists and biographies of municipal officials, a short history of Newark, and many facts about our city.

We hope this publication will help citizens and students develop a better understanding of Newark's government — how it operates, what it provides, who performs which tasks, and how the public can make use of its many services. Persons who want to learn even more about local government can attend a Council meeting, visit various agencies, and consult the Newark Public Library.

Our office welcomes questions and comments about our government. We hope this booklet can make some contributions to your knowledge of Newark, and your pride in this ever-greater city.

**ROBERT P. MARASCO**  
City Clerk



## CITY OF NEWARK, NEW JERSEY

**MAYOR**  
Sharpe James

**MUNICIPAL COUNCIL**  
Gary Harris, President  
and Council Member-at-Large

Donald Bradley  
Council Member, South Ward  
George Branch  
Council Member, Central Ward  
Anthony Carrino  
Council Member, North Ward  
Ralph T. Grant, Jr.  
Council Member-at-Large

Henry Martinez  
Council Member, East Ward  
Ronald L. Rice  
Council Member, West Ward  
Donald Tucker  
Council Member-at-Large  
Marie L. Villani  
Council Member-at-Large

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*This publication was issued in August 1993. Its source of funding is the municipal budget for the Office of the City Clerk.*

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**ON THE COVERS:** The front shows the members of 1990-94 Municipal Council. — Center: Gary Harris, President; from left to right: Donald Bradley, George Branch, Anthony Carrino, Ralph T. Grant, Jr., Henry Martinez, Ronald L. Rice, and Donald Tucker.

The back cover shows Newark City Hall as it appeared near the time of its opening in 1906, as envisioned in the architect's original sketch.

**CREDITS:** Information in this booklet is compiled from many sources, including the Revised Ordinances of the City of Newark, Newark Public Information Office, and Newark Public Library, and individual departments. Photographs by Al Henderson, Lewis D. M. Sotardi, Al Jeffries, Roberta Crane, Eric Wagman, Douglas Eldridge, and Manuel Acevedo. Original publication conceived and supervised by Irving Polster; present addition edited by Maria D. Dios and Kenneth Louis.

**DEDICATION:** This publication is dedicated to the memory of the late Irving Polster whose creative talents made it possible.

# A Brief History of the City of Newark

Newark is one of the oldest cities in the United States, and it has long been the largest in New Jersey. But for the first half of its history it was a rather small town, first settled by 30 Puritan families from Connecticut.

In 1664 the Lord Proprietors of New Jersey offered great inducements to persons who would settle on the land granted to them by King Charles II. There was growing dissatisfaction at the time in the New Haven Colony after it had been forced to merge with the rival Connecticut Colony into a single province. So the Towns of Guilford, Branford and Milford sent agents to view the lands in New Jersey and ascertain the terms of purchase and settlement.

Captain Robert Treat was one of the agents sent to New Jersey, and after he and his colleagues returned to Connecticut with favorable reports, they were dispatched again to buy land for a new settlement. They selected a tract along the Passaic River, described as "lying beyond the marshes, to the north of Elizabethtown."

In 1666 they purchased directly from the Hackensack Indians, with the consent of Philip Carteret, Royal Governor of New Jersey, all the land extending to the foot of Watchung Mountain (now known as Orange Mountains). According to early records, the price paid for this land included gunpowder, lead, axes, coats, guns, swords, kettles, blankets, knives, hoes, "10 pairs of breeches . . . and 3 trooper coats" — all valued at approximately \$750. The settlers arrived in May 1666, but the deed from the Indians was not executed until July 11, 1667. Eleven years later a second purchase was made, and the combined area corresponded with the present County of Essex.

Newark was founded as a theocracy — an

attempt to establish the Kingdom of God on earth — and in its early years the village and the church were synonymous. In later centuries that congregation evolved into the Old First Presbyterian Church of today.

The settlers laid out two broad thoroughfares — known now as Broad and Market Streets — and allotted six acres to each family. Captain Treat, however, received eight acres.

The village was first named Milford, since many of the settlers were from that town in Connecticut. But later, after formal organization of the town government, it was renamed Newark (sometimes written "New Ark." The new name was chosen in honor of the first pastor, Reverend Abraham Pierson, who had been ordained in Newark-on-Trent in England.

The town meeting form of administration initiated by the settlers continued — with regular meetings in the church — until 1713. In that year Queen Anne granted a charter under which Newark was incorporated as a town.

During the 18th Century the population grew and became more diverse. New churches were formed as Puritan control waned. Princeton University was founded at Old First Church in 1747. In later years Newark residents were badly divided by the American Revolution. Washington's army retreated through Newark in 1776, and the British later attacked and occupied the town.

In 1798 the New Jersey Legislature conferred new charters on all townships in the state, including Newark. This township form of government lasted until 1806, when the township was divided for tax purposes into three districts — Newark, Bloomfield and Orange.

Newark formally became a city in 1836 when it was incorporated as "The Mayor and Common Council of the City of Newark." This came after three years of an unsuccessful experiment with a four-ward system, which caused much confusion. The 1836 charter, and a supplementary one in 1857, were granted by the Legislature and approved by the voters.

As Newark moved into the 20th Century the old government seemed increasingly inadequate. In 1917 Newark voters discarded mayor and common council government in favor of a city commission under the Walsh Act, and the municipal corporation was renamed "The City of Newark." For the next 37 years Newark was governed by a board of five commissioners who served both as legislators and as administrators of different departments.

In 1947 New Jersey adopted a new Constitution which included an enlargement of municipal powers. The State Commission on Municipal Government — popularly known as the ((Bayard) Faulkner Commission — was appointed by the Governor to study forms of local government and recommend improvements. In 1950 the Legislature enacted its recommendations, with some changes, as the Optional Municipal Charter Law (N.J.S.A. 40:69A)

In Newark, discontent with commission government grew, and in 1953 the voters created a Charter Commission to "consider a new charter or improvements in the present charter..." The commission rejected the old form, and declared that "The government of the City of Newark could be strengthened, made more clearly responsive and accountable to the people, and its operation could be made more economical and efficient under Mayor-Council Plan C of the Optional Municipal Charter Law..."



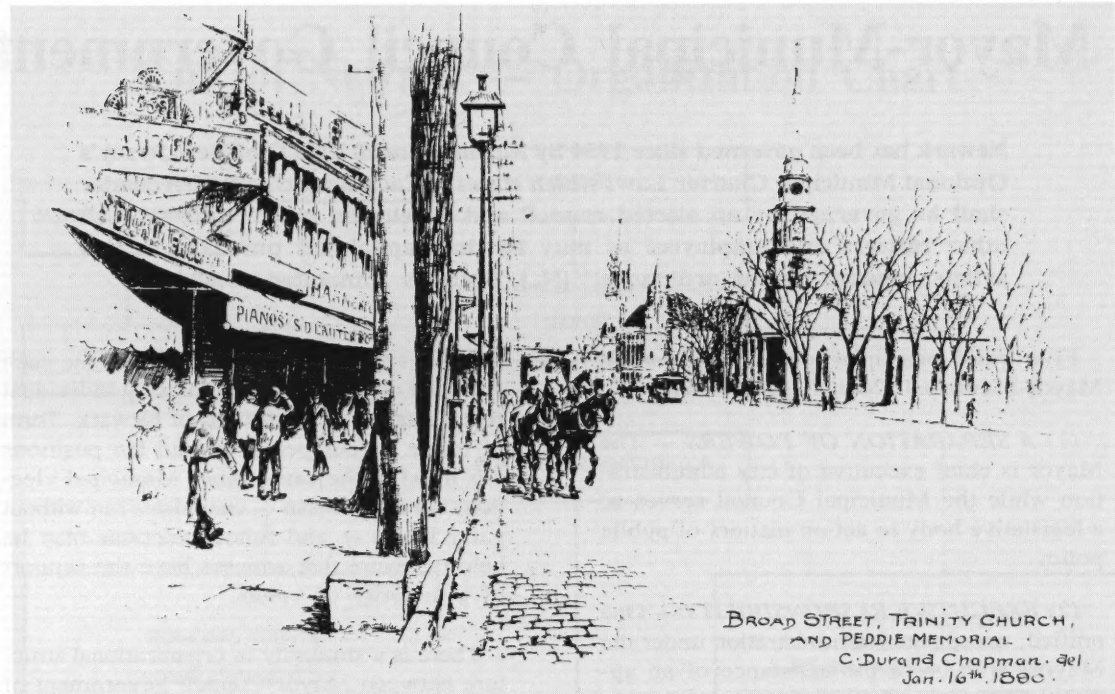
Plan C, providing for a nonpartisan Mayor and nine-member Council (described in detail elsewhere in this booklet), was overwhelmingly approved by the voters of Newark on November 3, 1953, and took effect on July 1, 1954.

Newark's economic development had begun slowly in the 18th Century, when the town began selling cider, lumber and stone to other communities. But it wasn't until the mid-19th Century that major industries emerged. They were spurred first by the opening of the Morris Canal and two railroads in the 1830s, and by the work of many local inventors, including Thomas Edison and Seth Boyden.

Newark had only 20,000 residents when it became a city in 1836, but the population swelled to a quarter-million by the end of the century, and continued to expand until the Depression. Newark factories turned out carriages, clothing, shoes, paint, food, beer and other products for markets throughout the nation, and they attracted waves of newcomers — first from Ireland and Germany, then from Italy and Eastern Europe, and later from the American South and the Caribbean.

The city became one of the leading industrial centers in the nation because of its strategic location, and its large and varied work force. But the population peaked at 442,842 in 1930, and the Depression and World War II wrought great social and economic changes.

Following the war Newark, like many cities, underwent major economic transition. Older residents here, as in many cities, moved to surrounding suburbs, and manufacturing within the city declined. New growth in the city was concentrated in the office and service sectors — finance and insurance, government, education, health care and transportation. This shift in the economy offered important potential for the future, but also caused problems for the city's remaining or new residents.



BROAD STREET, TRINITY CHURCH,  
AND PEDDIE MEMORIAL.  
C. Durand Chapman. Del.  
Jan. 16th. 1890.

Throughout its history Newark has been a "gateway"—providing a haven for successive tides of newcomers, including Irish, Germans, Poles, Jews, Italians, Ukrainians, Blacks, Puerto Ricans, Cubans, Portuguese and others seeking economic opportunity and political freedom. Each group in turn has increased and enriched the cultural heritage of the city, and each has sought to claim some share of political power. From the 1940s through the 1960s, for example, the Irish and then the Italians were dominant at City Hall. In 1970, after Blacks had become a clear majority of the population, Newark became the first major city in the East to elect a Black mayor.

As the economy has changed, the number of jobs available has decreased, particularly for persons with limited education or skills. This has compounded the burdens of poverty and discrimination which have beset many Newark residents. In 1967 the persistent

frustrations of the growing Black population erupted into disorders that claimed 23 lives and millions of dollars of property damage.

On the brighter side, however, the face of much of downtown Newark has been remade, and the airport-seaport complex has flourished like few in the nation. Billions of dollars have been spent to clear old slums and construct new housing, five new college campuses, and new office buildings, most notable of which is the Gateway complex west of Penn Station. For many Newark residents the positive impact of all this development is only beginning to be felt, and the city's major task now is to develop Newark's human resources as intensively as its economic ones.

But if its future is much like its past, Newark will continue to be a dynamic, forward-looking city, growing and changing and always seeking to provide a better quality of life for each and every citizen.

# Mayor-Municipal Council Government

Newark has been governed since 1954 by Mayor-Council Plan C of New Jersey's Optional Municipal Charter Law, which states: "Each municipality hereunder shall be governed by an elected council and an elected mayor and by such other officers and employees as may be duly appointed pursuant to this article, general law or ordinance?" (N.J. Statutes Annotated 40:69A-32)

Five basic principles underlie Newark's Mayor-Municipal Council government:

(1) *A SEPARATION OF POWERS* — The Mayor is chief executive of city administration while the Municipal Council serves as a legislative body to act on matters of public policy.

(2) *EXECUTIVE RESPONSIBILITY* — One unified, coordinated administration under the Mayor, who, with the assistance of an appointed Business Administrator, is directly responsible for all city departments.

(3) *POLICY LEADERSHIP* — The Mayor is responsible for overall and long-range planning, answering to Newark citizens for decisions.

(4) *CHECKS AND BALANCES* — Through veto power, the Mayor checks the Municipal Council while the legislative body balances the Mayor's authority through its legislative powers, the confirmation of appointments and approval of the annual operating budget. Council may also conduct investigations into city operations, and may remove for cause any municipal officer other than the Mayor and Council members.

(5) *REPRESENTATION OF THE PEOPLE* — The Mayor and four members of the Municipal Council are elected from the city-at-large. Five members of the Municipal

Council are elected on the basis of one each from the city's five wards to bring individual representation to all sections of Newark. Term of office is four years, and all ten positions are filled at the same time. Municipal elections are nonpartisan — candidates run without party labels — and runoff elections may be held to assure that winners have the support of a majority of voters.

There is a similarity in organizational structure between Mayor-Council government of the City of Newark and most large business corporations. For example, the Mayor of Newark is elected by the voters and becomes the city's chief executive just as a corporation selects a chief officer — the company president. The voters of Newark also elect the Municipal Council just as stockholders of a corporation elect a board of directors. The Municipal Council names one of its members as President of the Council just as a corporate board of directors names a chairman of the board. The Mayor appoints qualified department directors to head all city departments. The corporation president selects his managerial executives to conduct the business affairs of the company.

There are many other comparisons which can be made since the city government is actually a large corporation — carrying out the public's business with thousands of employees and a multi-million dollar budget.

## The Mayor

In exercising executive authority, the Mayor is charged with three principal functions:

(A) leadership in carrying out policy;

(B) provision of efficient municipal services; and

(C) representation of the city at public and private ceremonies and in its relations with county, state and federal governing bodies.

The power of appointing qualified directors to head the ten major administrative departments — with the "advice and consent" of the Municipal Council — is vested in the Mayor. Chief among these cabinet members is the Business Administrator.

Accountable to the Mayor, each department head is responsible for supervising and coordinating work programs in accordance with pre-established administrative policy. The Mayor is thus permitted to devote needed time to overall planning and administrative decisions.

It is the responsibility of the Mayor and Business Administrator to prepare an annual operating budget and submit it to the Municipal Council for approval. Once the budget is adopted, the Mayor must adhere to its provisions in fulfilling work programs and municipal services.

Additional monies may be requested through the Municipal Council on an emergency basis. Should the Mayor deem an ordinance or resolution needed to strengthen municipal administration, such action is requested through the Municipal Council.



# The Municipal Council

The Municipal Council exercises the legislative power of city government.

It enacts by ordinance, resolution or motion the local laws which govern the people of our city and is responsible for approval of the municipal budget, establishment of financial controls, and setting of salaries of elected officials and top appointed administrators. It may reduce or increase appropriations requested by the Mayor.

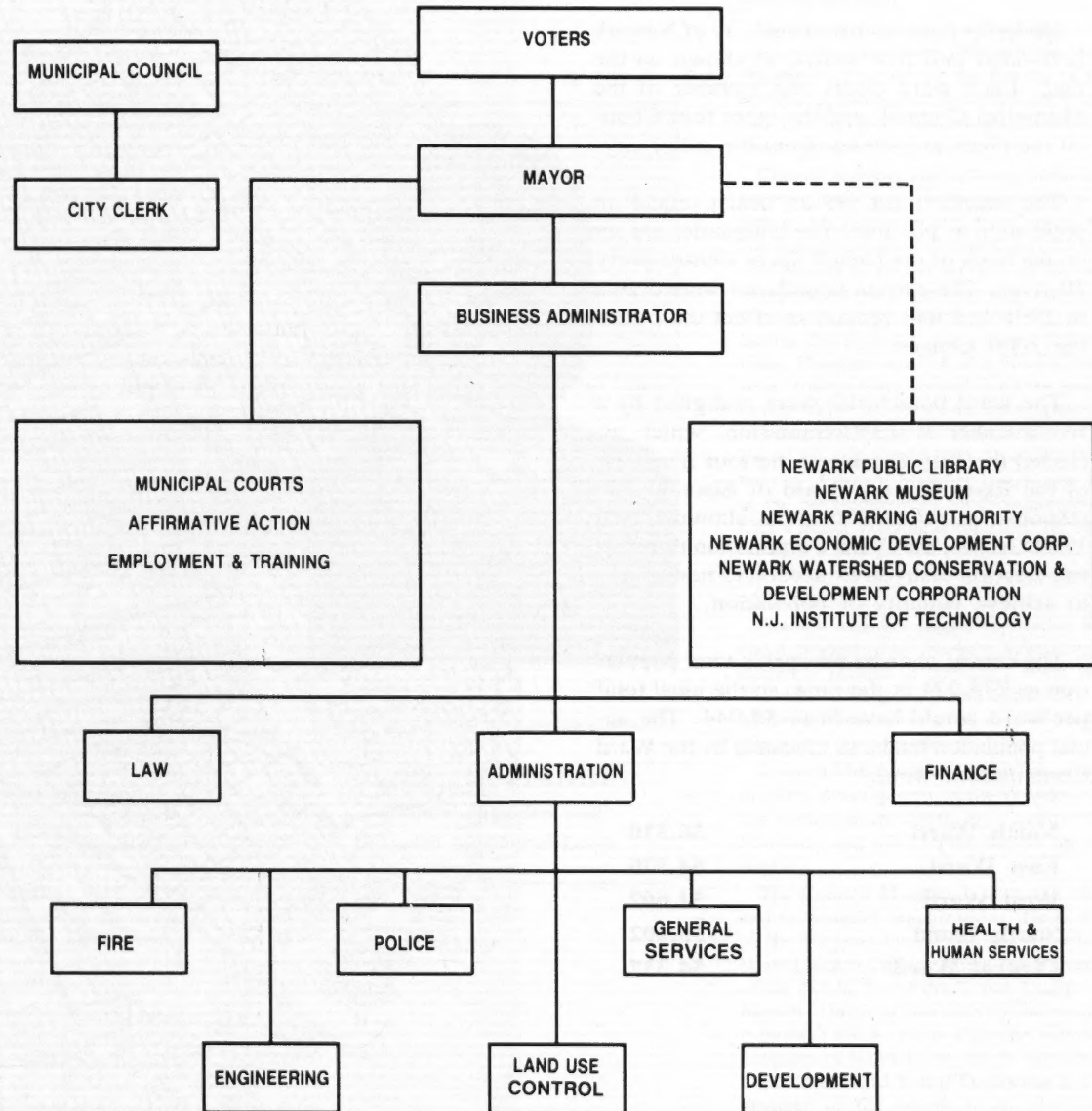
By these methods the Council decides "what" the city will do about any particular matter, and then the Mayor and cabinet members decide "how" to do it.

The Municipal Council also renders advice and consent on the Mayor's appointments and policy programs, and may investigate, when necessary, any branch of municipal government. The Council also authorizes a continuing audit, by an outside firm, of all city financial transactions.

As established by ordinance, regular public meetings of the Municipal Council are held on the first Wednesday of each month at 1:00 P.M. and the third Wednesday of each month at 7:00 P.M., in the Municipal Council Chamber in City Hall. Exceptions are made for national or religious holidays. During July and August only one meeting is held each month.

A special meeting of the Municipal Council may be called by the President or a majority of its members or by the Mayor whenever an emergency requires immediate action.

## City of Newark — Organization Chart



# Newark's Wards

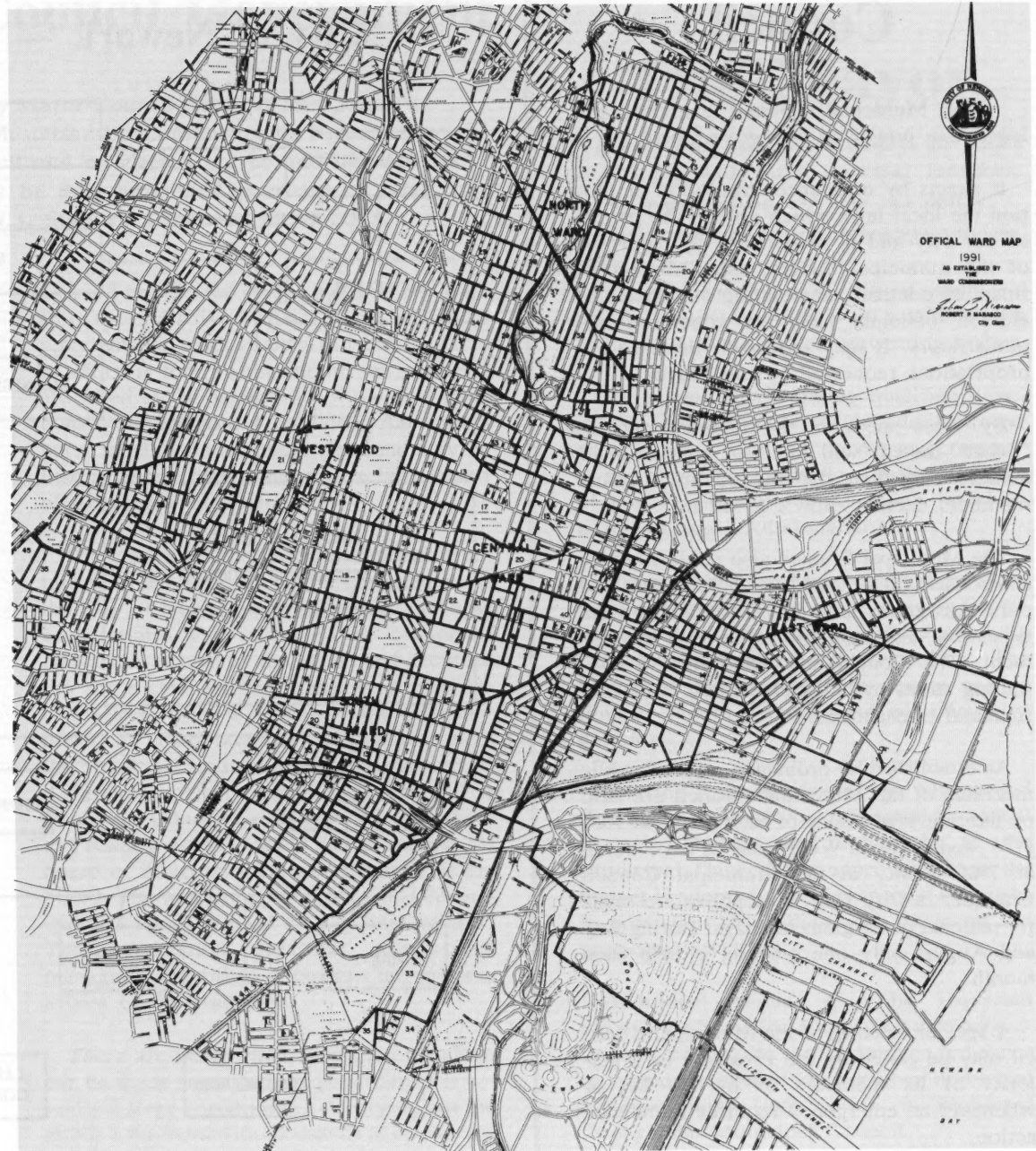
Under its present charter the City of Newark is divided into five wards, as shown on the map. Each ward elects one member of the Municipal Council, and the other four Council members are chosen from the entire city.

The wards must be as nearly equal in population as possible. The boundaries are set on the basis of the United States Census every 10 years. The current boundaries were drawn in 1991 and will remain in effect until after the 2000 Census.

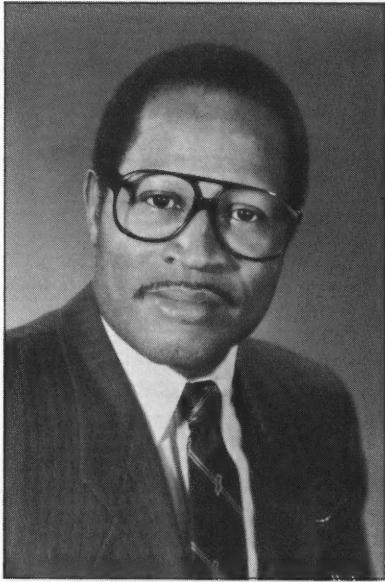
The ward boundaries were realigned by a five-member Ward Commission, which included the City Clerk and the four members of the Essex County Board of Elections. In response to population shifts shown in the 1990 Census, the Ward Commission transferred election districts as needed to new wards to achieve equality of population.

The census showed Newark's total population as 275,221 at the time, so the ideal total per ward would have been 55,044. The actual population totals, as tabulated by the Ward Commission, were:

<b>North Ward</b>	<b>56,510</b>
<b>East Ward</b>	<b>54,570</b>
<b>West Ward</b>	<b>54,602</b>
<b>South Ward</b>	<b>55,202</b>
<b>Central Ward</b>	<b>54,337</b>







**SHARPE JAMES**

*Mayor — City of Newark*

SHARPE JAMES became the 37th Mayor of Newark on July 1, 1986, after serving 16 years on the Municipal Council. He succeeded Mayor Kenneth A. Gibson, Newark's first Black chief executive, who had held office for four terms. In 1990 he won re-election running unopposed for his second term.

A professional educator and longtime community activist, Mayor James was first elected to the South Ward seat on the Council in 1970, and re-elected in 1974. In the next three elections he made history: In 1978 he reclaimed the South Ward seat as the first official in Newark's modern history to run without any opposition on the ballot; in 1982 he became the first ward councilman to win an at-large seat, and was the top vote-getter in the citywide contest; and in 1986 he became the first Council member to attain the mayoralty, by defeating the incumbent on the first ballot.

Upon entering the Mayor's office he initiated the most sweeping reorganization of local government since adoption of the present City Charter in 1954.

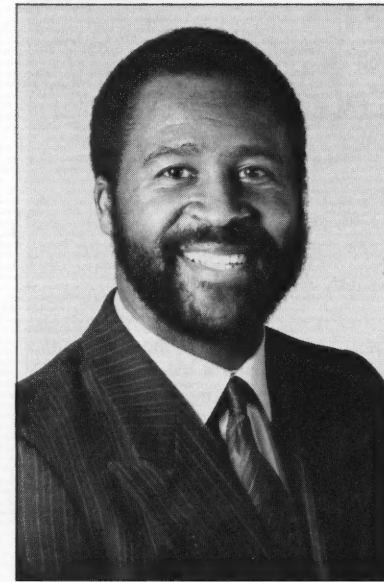
Born in Jacksonville, Florida, Mayor James has spent most of his life in Newark. He graduated from Miller Street and South Side (now Shabazz) High schools and from Montclair State College, with honors. He earned a Master's degree from Springfield College, and did advanced study at Washington State, Columbia and Rutgers Universities.

After teaching in Newark public schools for seven years, Mayor James in 1968 joined the faculty of Essex County College, where he rose to the position of professor in the Division of Behavioral Sciences. While at the college he became the first Black person to serve as a departmental chairman, as director of athletics at a state college, and as president of a state college athletic conference.

He earned the Expert Infantry Badge and other citations while serving with the U.S. Army in Europe. Later, as a Newark teacher, he coached city, county and state championship track and cross-country teams at Weequahic and West Side High Schools. An avid athlete, he is senior city tennis champion, and a former state champion.

A leader in many civic organizations, Mayor James is the founder of the South Ward Little City Hall, Inc.; past president of Area Board 9 of the United Community Corp. and Weequahic Community Council, and a member of many civil rights, educational and cultural organizations.

He and his wife, Mary, and their three sons, John, Elliott and Kevin, live at 59 Wilbur Avenue in the South Ward.



**GARY S. HARRIS**

*Council President and  
Council Member-at-Large*

GARY S. HARRIS joined the Newark Municipal Council in December 1988 following his appointment by the full Council to succeed his father the late Earl L. Harris. He was elected at a special election in 1989. In 1990 he easily won re-election to his first full term as Council Member-at-Large.

He was selected by the Municipal Council to serve as President from 1993 to 1994. As Council President he serves on the Boards of Directors of Newark Economic Development Corporation and the Newark Watershed Conservation and Development Corporation.

Council Member Harris brings considerable experience to his new role having served as the chief aide to his father an at-large Council Member. No stranger to government Gary has an extensive history of public service. In the early 70's he spent his summers serving underprivileged youths and senior citizens in the City of Newark. During this period he worked as a Project Supervisor, Program Analyst and Ward Coordinator. After college Gary served as a Principal Planner in the Mayor's Policy and Development Office. In that capacity he was responsible for organizing block clubs and tenant Councils throughout the city. Council Member Harris also took part in the development of food cooperatives in the City's public housing complexes. He supervised Newark's first garden program which has since become a nationally recognized community based program.

Council Member Harris is a native Newarker and a product of the Newark School system. He currently resides in Newark's West Ward. An alumnus of Virginia Union University, Council Member Harris was named to "Who's Who" on America's Universities in 1975.

Council Member Harris also has several years of skills development in the private sector. He has worked as an advertising executive for "Jet" Magazine and sales representative for Anheuser Busch.

The Council Member is active in many civic and community organizations. He is a member of the Virginia Union Alumni Association, the United Negro College Fund, the Newark branch of the NAACP and the Urban League. Council Member Harris is also actively involved with the Newark YMCA. He is a former member of the Leaguers of Newark, the South Ward Boys Club, the Central Ward Young Democrats and a former member of the board of the Boy Scouts of America.

The Council Member resides at 49 Montrose Street in the Vailsburg section of the West Ward.



**DONALD BRADLEY**  
*Council Member - South Ward*

DONALD BRADLEY was appointed to the Newark Municipal Council in January 1989, by a special Council vote, to succeed South Ward Council Member Donald M. Payne. He was elected at a Special Election in 1989 and re-elected to his first full term in 1990. He was elected by the Municipal Council to serve as Council President from 1992 to 1993.

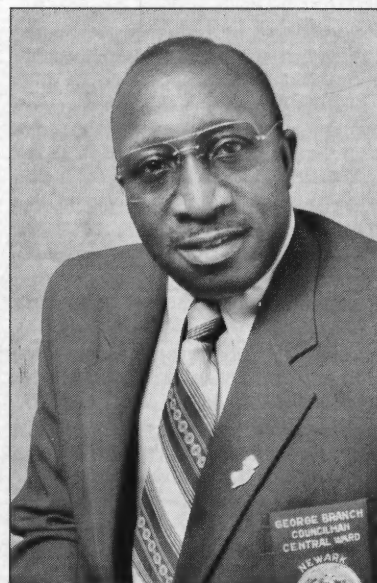
Council Member Bradley has been a teacher and recreation specialist in Newark for over twenty five (25) years. Born and raised in Newark he is a graduate of West Side High School where he was an all-city all-county basketball player and cross country runner. He left Newark to attend Winston-Salem State University, North Carolina, where he played varsity basketball, and served a tour of duty with the United States Air Force.

The Council Member began his public service career as a Program Director for the Salvation Army and the Summer Youth Employment Program. He has worked for the Newark Board of Education Coordinating the After-School Recreation Program and the Project Fear Program. He was Director of Recreation at the Chancellor Avenue School Annex and a teacher at Robert Treat, Dr. Martin Luther King, Jr. and Sussex Avenue elementary schools. He also served as Chairman on the Newark Alcoholic Control Board.

His leadership role as President of the Weequahic High School P.T.S.A.; Executive Director of the Weequahic Father's Club, in the South Ward; former Youth Coordinator of the New Jersey State Baptist Convention and Vice Chairman of the Board of Concerned Citizens, U.M.D.N.J., the State medical and dental university, is indicative of his position in the community.

In addition to these leadership positions the Council Member is a member of the Newark Branch of the NAACP and participates on its Health Care Committee. He is a member of the Parent Council on Drug Abuse, the Task Force on Teen Pregnancy, Newark Teachers Union, the U.M.D.N.J. Joint Conference Planning Committee, the Newark Symphony Hall Advisory Board, the Newark Board of Education Instructional Committee, the Newark Paddle Ball Association and the North Jersey Industrial Arts Association.

A member of the First Baptist Church of Nutley, New Jersey, Council Member Bradley lives in Newark's South Ward at 71 Keer Avenue with his wife Janet and four children Karen, Heather, Craig, and Donald Jr.



**GEORGE BRANCH**  
*Council Member - Central Ward*

GEORGE BRANCH was first elected in 1982 to represent the Central Ward, where he spent most of his life and was involved in community service for 30 years. In 1986 he won a second term — the first Central Ward Council Member to be re-elected since the late Irvine I. Turner, who served from 1954 to 1970. He was re-elected to his third term in 1990.

A former amateur and professional welterweight boxer, Mr. Branch has been employed since 1962 by the Newark Housing Authority, and holds the position of Recreation Specialist. He also works as a boxing instructor and trainer.

Council Member Branch was born in Seaboard, N.C. He is a graduate of Central Evening High School and of Rutgers University with a major in urban studies.

As a Council Member he has served as a member of the Newark Economic Development Corporation, the Newark Real Estate Commission, the New Jersey Transit Corporation Advisory Committee, the Newark Affirmative Action Task Force, and the advisory panel to the medical board of the United Hospital National Boxing Safety Center.

Active in a score of athletic and civic groups, the Council Member is also the founder and President of the West Kinney Junior High School Scholarship Fund, and co-founder of Project Pride, a campaign to combat juvenile delinquency. He also served for many years as chairman of the Citizens Advisory Board, which helped plan and oversee Housing and Community Development Act (HCDA) projects.

In his younger days Mr. Branch — known as "Buddy Gee" — was a contender for the welterweight boxing crown, and won 18 of 22 bouts. He was also a partner in the Parksbranch Boxing Club, where he helped to train more than 250 fighters, including Golden Gloves champions. In recent years he has helped organize and sponsor numerous athletic events, including the Pride Bowl football games and boxing matches, to raise scholarship funds for Newark young people.

The recipient of numerous awards and a member of many community organizations, Council Member Branch lives with his wife, Joyce, at 85 Boston Street.






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**ANTHONY R. CARRINO**  
*Council Member-North Ward*

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ANTHONY R. CARRINO has served as North Ward representative on the Municipal Council since 1974. He has been re-elected four times since then, and in all five of his elections he won easily on the first ballot, without going into a runoff. In 1990 he ran unopposed.

Council Member Carrino has spent 20 years at Barringer High School as a teacher, guidance counselor and athletic coach, and he also served as a Newark police officer for four years before his first election to the Council. He is presently on leave from the Police Department.

Born and raised in Newark's North Ward, Council Member Carrino is a graduate of Newark Academy and Upsala College, where he majored in History and English. He did graduate work at Jersey City and Kean Colleges, and Fairleigh Dickinson and Seton Hall Universities, and has earned a Master's degree.

He joined the Newark Police Department in 1970 after graduating with high honors from the Police Academy. He was cited 21 times for courage and outstanding performance during his four years of active duty on the force.

In addition to his teaching duties at Barringer, Mr. Carrino has helped to coach the school football team, and has served as a swimming instructor at the Broadway Unit of the Newark Boys' and Girls' Clubs. He was formerly the tenant coordinator at the Colonnade Park Apartments.

He is the founder of Residents for Community Action, a multi-purpose organization in the North Ward, and an active member of the Fraternal Order of Police, Patrolmen's Benevolent Association, Newark Teachers Union, North Ward Property Owners, Benedetto Croce Educational Society and Columbian Association. He has been honored by numerous organizations, including the North Ward Citizens Committee, Police Academic Association, Veterans of Foreign Wars, Newark Recreation Teachers, and the Boy Scouts.

Long active in the Democratic Party, the Council Member has served as a County Committee Member and campaign coordinator.

From 1986 to 1990 he served on the Board of Commissioners of the Newark Housing Authority. He has also served as the Director of Public Safety for Essex County.

Council Member Carrino has five children. He and his wife, Ann Marie, live at 353 Highland Avenue.




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**RALPH T. GRANT, JR.**  
*Council Member-at-Large*

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RALPH T. GRANT, JR., was first elected Council Member-at-Large in 1978 and was re-elected in 1982, 1986 and 1990. He served as Council President from 1982 to 1986 and 1990 to 1991.

Council Member Grant was born in Charleston, S.C., and attended elementary and high schools in that city. He then earned two undergraduate degrees, a B.A. and B.S., from Shaw University in Raleigh, N.C., and completed his religious studies at Mt. Carmel Theological Seminary, Waco, Texas, and Jameson Bible College, Philadelphia, where he received both B.D. and M.Th. degrees. In 1984 he earned a Ph.D. in Public Administration from the Union Graduate School in Cincinnati.

The Council Member is a veteran of the civil rights struggles of the 1950s and '60s, and worked on many programs with the late Dr. Martin Luther King, Jr.

An ordained minister, Dr. Grant has served as Principal of a private school, and as Professor of Sociology for Shaw University, St. John's University in Queens, and Fairleigh Dickinson University in Teaneck. He also serves as President of Shaw University's National Alumni Association and the university's Board of Visitors, and as a member of the Shaw Board of Trustees.

He has served as President of the United Community Corporation, and Chairman of the Board of Concerned Citizens of the University of Medicine and Dentistry of N.J. He was the first of his race to be elected President of a local Jaycee Chapter and is a member of many groups, including the NAACP and Alpha Phi Alpha fraternity.

Prior to his first election to the Council, Dr. Grant had served as Executive Director of the Newark Human Rights Commission, the Action Now, a citizen complaint agency, the Summer Program for Economically Disadvantaged Youth (SPEDY), and the Urban Youth Foundation, and as Chairman of Total Employment & Manpower (TEAM). He is also the host of "The Grant Report," a cable television interview program.

Dr. Grant resides at 29 Wilbur Avenue in the South Ward with his wife, Dr. Gwendolyn Goldsby Grant, a psychologist, therapist and author, and their three children, Ralph T. Grant III, Sally-Ann and Rebecca.

HENRY MARTINEZ is serving his fifth term as the East Ward member of the Municipal Council. He is the first person of Hispanic descent to be elected to any public office in the City of Newark and served as Council President from 1986 to 1990.

He was first elected in 1974 as the representative of the East Ward, the largest and the most diverse in population of Newark's five wards. He was re-elected in 1978, 1982, 1986 and 1990.

From 1960 to 1974 Mr. Martinez served as an officer in the Newark Police Department, including eight years on the Crime Prevention Unit, which patrolled the City's most crime-ridden neighborhoods. He took a leave from the department upon his first election, and retired with the rank of Police Sergeant in 1986.

Council Member Martinez also has served as Undersheriff of Essex County, and in 1986 he was chosen Chairman of the Essex County Charter Study Commission by its 11 members.

Born and raised in the East Ward, Council Member Martinez attended Lafayette Street and East Side High schools, and later served overseas as a specialist with the U.S. Army. In 1960 he enrolled in the Police Academy to begin his career in law enforcement and public service. To further his education he attended Drake College of Business and studied law through LaSalle University's Extension Division. He is also a graduate of the FBI Narcotics Program and the Newark police course in community relations.

Active in many community organizations, Council Member Martinez is a member of the Fraternal Order of Police, Superior Officers Association, Holy Name Society, Ironbound Executives, Ironbound Red Shield Boys' Club Alumni, Knights of Columbus, Club Espana, Optimist Club of the Ironbound, Catholic War Veterans, and Police Honor Legion, to name just a few. He is a former coach of the St. Benedict's CYO and former member of the Teamsters Union.

Council Member Martinez resides at 41-51 Wilson Avenue.




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**HENRY MARTINEZ**  
*Council Member - East Ward*

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RONALD L. RICE climaxed many years in law enforcement and community activities by winning the West Ward seat on the Municipal Council in 1982. Four years later he won re-election with the highest percentage of votes received by any candidate in the 1986 Municipal Election. He was re-elected to his third term in 1990.

In 1986 Council Member Rice was also elected to the State Senate seat for the 28th District to fill the unexpired term of the late John Caufield. Mr. Rice received 75 per cent of the vote as the Democratic candidate, and represents part of Newark's North, West and Central Wards, and the Town of Irvington, in the Senate. Re-elected in 1987 he is the only Black man now serving in the upper house of the New Jersey Legislature.

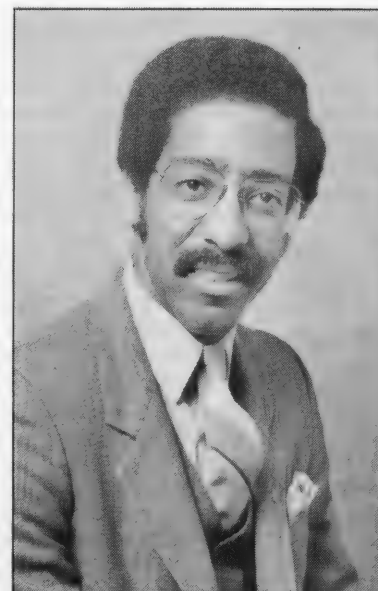
A former police officer and detective, and a former community relations official with Public Service Electric and Gas Co., Mr. Rice was born in Richmond, Va., and came to Newark in 1955 with his family. He graduated from South Side (now Malcolm X Shabazz) High School and attended Howard University for a year before joining the Marine Corps. Serving in Cuba and Vietnam, he attained the rank of Sergeant, and received numerous combat medals.

Resuming his education, he obtained an Associate Degree from Essex County College, a Bachelor's Degree from John Jay College of Criminal Justice in New York, and a Master's Degree from Rutgers University School of Criminal Justice.

Long involved in West Ward community concerns, he led a campaign to persuade the Newark Board of Education to halt the busing of West Ward pupils. He also helped found the West Ward Coalition for Change.

As a Council Member, he served on the Energy and Environmental Resources Committee of the National League of Cities. In the community Council Member Rice has organized a Drum and Bugle Corps, a Cub Scout pack and numerous block associations in the West Ward, and participated actively in such groups as the Bronze Shields of Newark, Vailsburg Community Council, Boylan Street Recreation Council, West Ward Democratic Committee, Optimist Club of Newark, West District Precinct Council, Vailsburg High School Booster Club, Fraternal Order of Police, and Guyton-Callahan Post 152 of the American Legion.

The Council Member lives with his wife, Shirley, at 61 Brookdale Avenue.




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**RONALD L. RICE**  
*Council Member - West Ward*

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DONALD TUCKER was first elected Council Member-at-Large in 1974 and has been re-elected four times since then. In 1986 he was the top vote-getter in the at-large race. Since his first election he has devoted full time to his Council duties. Served as Council President from 1991 to 1992.

Prior to 1974 he was an administrator of public agencies and a community activist. In 1985 he was appointed to the Passaic Valley Sewerage Commission by Governor Thomas Kean, and served as Chairman from 1990 to 1992.

After many years of effort in civil rights and grassroots community movements, he has gained national prominence as a municipal leader. He has served as President of the National Black Caucus of Local Elected Officials (NBC/LEO) from 1980 to 1984, and on the Executive Board of the National League of Cities. He is a founder and State Chairman of the highly successful Black Issues Convention (BIC), and the prime mover of the annual "Newark Day" observances in Atlantic City during the State League of Municipalities Convention.

Born and raised in Newark, Mr. Tucker graduated from Goddard College in Vermont, and has done graduate study in public administration and urban planning at Rutgers University. He served in the U.S. Air Force from 1955 to 1960 and received an honorable discharge.

He has an extensive background in labor and civil rights, and worked as a field secretary for the Congress of Racial Equality (CORE) and a union shop steward. He was also Director of Operation Ironbound of the City's antipoverty program, Director of the City's Addiction Planning and Coordinating Agency, and Chief Contract Compliance Officer for the Community Development Administration. He helped to set up Newark's first comprehensive drug treatment program.

He is currently a Democratic County Committee member, a member of the Board of Directors of the Newark Pre-School Council; founder of the Elizabeth Avenue Community Center, and an active member of the First Baptist Church of Nutley and many local organizations.

Council Member Tucker lives at 84 Hansbury Avenue in the South Ward, with his wife, Cleopatra, and their children, Donna and Kiburi.



**DONALD TUCKER**  
*Council Member-at-Large*



**MARIE L. VILLANI**  
*Council Member-at-Large*

MARIE L. VILLANI is now the senior member of the Municipal Council in length of continuous service. First appointed to the Council in April 1973 to succeed her husband, she was elected in 1974 and re-elected four times since.

Mrs. Villani has been instrumental in the creation and implementation of health and social service programs. She was the leading force in the establishment of the City's pre-school eye-screening program and the Sexual Assault and Rape Analysis (SARA) unit to counsel and assist victims of sex crimes. She has chaired the Newark Municipal Council's Task Force on Teenage Pregnancy, which she originally organized.

She has been involved in the formation of the Child Abuse Protective Services Coordinating Council, which monitors efforts of agencies concerned with the physical and sexual abuse of children. In her efforts to combat incest, she has enlisted representatives of the criminal justice, social services, educational and legal agencies into a coalition to deal with this issue. This coalition developed a new curriculum to help teachers handle this sensitive topic.

The Council Member has repeatedly lobbied in Trenton for funds to improve and expand day care services for working mothers, and to increase benefits for senior citizens. Sponsored municipal legislation to have senior citizens housing included in the "Drug Free Zones." Initiated a citywide program of screening for breast cancer among senior citizens. As the only female member of the Council, she is the spokesperson for the equal treatment of women.

In 1990 she was a pivotal force behind the formation of the "Mayor's Commission on the Homeless" and sponsored a resolution that implemented a comprehensive system which coordinated nutritional, shelter and social services in Newark.

A native Newarker, Mrs. Villani was for many years a small business owner in the fashion and interior design industry. Prior to becoming an elected official, she has been active in various civic and charitable organizations including the Boys and Girls Town of Italy, the Cardiac Home for Children and the Multiple Sclerosis Society. As a member of the City Council, she serves on the Newark Performing Arts Corporation/Symphony Hall, Tax Abatement, Day Care and Sister Cities committees. She is also the coordinator of Women in Municipal Government and a member of its national board. Has chaired the Mothers March of Dimes and many other organizations in this area.

Mother of two sons, Robert and Allen, she lives at 380 Mount Prospect Ave.

# Office of the Mayor and Agencies

The Mayor is the chief executive of the city and his office is the focal point of municipal operations. In addition to the legal and administrative responsibilities outlined earlier in this publication, the Mayor also has many ceremonial duties and a symbolic role as spokesman for the city.

To assist him in these varied tasks, the Mayor has in his office a number of aides and advisers. They maintain communication with various segments of the community, and with other levels of government, and help the Mayor respond to a large volume of mail and communications. Besides clerical and professional staff, the Mayor's Office includes two Deputy Mayors; they are assigned various duties by the chief executive, and represent him at some public functions.

In past years many operating agencies and commissions were attached to the Mayor's Office, but in a major reorganization of city government in 1986 most of them were either transferred to the departments or eliminated. The new structure permits the Mayor to concentrate more fully on setting goals and policies.

In the wake of reorganization, however, the Mayor still has special units within his office, and also exercises general oversight over an array of institutions and agencies that still have ties to city government but also some degree of autonomy.

The special units are:

## OFFICE OF AFFIRMATIVE ACTION

Also established in 1986, this office has taken over some of the responsibilities that were carried for many years by the old Human Rights Commission. The unit is located within the Office of the Mayor to underscore the importance which the city government places on providing the fullest opportunity for every citizen.

Affirmative Action is charged with: Ensuring that members of minority groups, the aged, women, and the handicapped receive equal opportunity; encouraging affirmative action by government and business to provide economic opportunity to small businesses owned by women and minorities; recommending changes in legislation and policy to promote and expand opportunities, and monitoring municipal government performance in meeting the goals of affirmative action.

Although the Human Rights Commission was disbanded in 1986, its Committee on the Status of Women has been continued as an affiliate of the Mayor's Office.

## MAYOR'S OFFICE OF EMPLOYMENT AND TRAINING

Although not established by ordinance, this office functions as a unit within the Office of the Mayor to plan and operate various job and training projects. Its funds come primarily from the U.S. Department of Labor. Through the years its programs have enrolled thousands of workers and trainees, and it is currently responsible for the local implementation of the Job Training Partnership Act and the Summer Program for Economically Disadvantaged Youth (SPEDY). Affiliated with this office is the Private Industry Council, which is a channel for business participation in the development of needed training.

## PUBLIC INFORMATION OFFICE

This office provides information and publicity for municipal activities and produces radio and television broadcasts, a City Hall newsletter, monthly calendar of events, and other publications and special events. Tours of City Hall and municipal agencies are coordinated through this office.

## MUNICIPAL COURT

A Presiding Judge and seven judges administer justice in the Municipal Court on a fulltime basis. They are subject to rules and regulations of the State Supreme Court. The judges determine matters relating to criminal charges, family disputes, violations of city ordinances, Housing Code and traffic violations, and other infractions of the law not subject to grand jury action.

A court of record operating under State Supreme Court rules, the judicial branch of city government includes the Office of the Public Defender, and administrative and financial personnel.

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*The following agencies, although independent to varying degrees, are nominally connected to the Office of the Mayor:*

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## NEWARK PUBLIC LIBRARY

The Newark Public Library was legally established under a board of trustees in 1888. Members of the board are appointed by the Mayor for terms of five years. The Mayor and Superintendent of Schools are ex-officio members. The Public Library operates under state law, but most of the funds to operate the library are provided in the municipal budget.

The library's major objective is to provide a high quality research, information, educational, cultural and recreational service, through published experience and the power of print for everyone in the city. The main library and its branches contain more than 2 million books, periodicals, records, documents and other items which are available to residents of Newark without charge. These facilities are also used by residents of neighboring municipalities.



## NEWARK MUSEUM

The Newark Museum was incorporated in 1909 under state law to present to the public art, science and industrial exhibits. Also, it collects and preserves research material as well as conducts programs of educational and cultural interest for the public. Its major attractions include the Junior Museum, Fire Museum, Ballantine House, and Lyons Farms School.

It is an autonomous body governed by a board of trustees, and funded by city, county and state governments, and private contributions. The Museum facilities are also used by residents of neighboring municipalities.

## N.J. INSTITUTE OF TECHNOLOGY

Founded in 1881 as the "School of Industrial Education," NJIT is New Jersey's comprehensive technological university. Its more than 7,400 students are enrolled in undergraduate and graduate programs in four colleges: Newark College of Engineering, School of Architecture, College of Science and Liberal Arts and School of Industrial Management.

Under the original state statute a special relationship exists between the institution and the city, which still provides some funds, although the state contributes a major share of the NJIT budget. The Governor and Mayor serve as ex-officio members of the NJIT board of trustees.

## NEWARK PARKING AUTHORITY

The Parking Authority was created by ordinance in 1955. It consists of seven members appointed by the Mayor, five of which require Municipal Council consent. In 1959 the City of Newark leased to the Authority the land now used as the Military Park Underground Garage for a term of 50 years, at \$1 per year. The Parking Authority constructed the underground garage, which was

opened to the public in 1961. In addition, the Authority operates neighborhood facilities in various sections of the city to provide shoppers with off-street parking.

## WATERSHED CONSERVATION AND DEVELOPMENT CORPORATION

This is a non-profit organization created to administer the management, planning, conservation and development of the city's 35,000-acre Pequannock Watershed properties in Morris, Passaic, and Sussex Counties. The corporation's board of directors consists of the Mayor, ex-officio; two members of the Municipal Council, and eight individuals selected by the Mayor with the approval of the Council.

The Watershed Conservation and Development Plan, adopted by the Council in 1975, is administered by the corporation. It provides for the leasing of 10 per cent of the Watershed for housing, commercial, and limited industrial uses over a 30-year period to produce additional revenue for the city within environmentally sound measures.

## NEWARK ECONOMIC DEVELOPMENT CORPORATION

NEDC is a non-profit corporation established to promote business development in Newark. It assists existing firms with expansion needs and local problems, and works with new business prospects attracted to the city. NEDC was reorganized in 1972 to include leading business people, City Council members, administration officials, and university representatives. NEDC has concentrated on marketing industrial land, securing maximum economic benefits from the fast-growing Newark International Airport, reviewing central business district problems, conducting a promotional campaign for Newark, and responding to requests for assistance from Newark firms.

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*The following two agencies were formerly under the Mayor but are now basically independent of him, as explained below:*

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## NEWARK HOUSING AUTHORITY

The Housing Authority of the City of Newark was created in 1938 under the United States Housing Act of 1937 and the New Jersey Local Housing Authority Act of 1938. It is an independent public agency, responsible for the construction and management of low-rent housing projects. It is managed by a board of seven commissioners. Six commissioners are appointed by the Mayor with the advise and consent of the Council, and one by the State Department of Community Affairs. The Housing Authority is sustained by the rent from its projects and federally guaranteed housing authority bonds.

The Authority was formerly designated as the city's official redevelopment agency, and its functions included the execution of an extensive urban renewal program for the city. In 1983, however, the Municipal Council removed the function of urban renewal from the Authority, except for projects already under way, and this responsibility is now in the city's own Department of Development.

## BOARD OF EDUCATION

The public schools of Newark are under the control of a Board of Education which consists of nine members elected by the voters. By referendum in May 1982 the voters of Newark changed the Board of Education from an appointed to an elected body. The board is autonomous and its members serve three-year terms without pay. To maintain a continuing board, three members are elected each year.

## Office of the City Clerk

By state statute, the City Clerk is also the Clerk of the Municipal Council. His duties are comparable to those of a secretary of a large corporation. His office is the focal point for the legislative functions of the Municipal Council and the hub of many other municipal operations.

The Clerk is the principal aide to the Council and serves as its parliamentarian. He obtains diversified reports and information from the Mayor, Business Administrator, and other officials to be used by the legislative body in its deliberations. His office includes a Deputy Clerk, a Chief Analyst, Administrative Assistants, Accountant, Research and Fiscal Analysts, and a clerical and stenographic group. Through his professionally trained staff, the City Clerk:

(A) Analyzes proposed municipal legislation.

(B) Makes surveys, prepares reports and obtains factual material to assist the Municipal Council in legislative and budgetary matters.

(C) Issues periodic detailed reports of Council activities and background material for future legislative decisions.

The City Clerk is also responsible for the preparation of the official Council agenda and for recording the minutes or decisions of the legislative body in all public meetings and conferences. The Clerk transmits the Council's decisions to the appropriate city agencies for subsequent action.



*City Clerk Robert P. Marasco (right) administers oath of office to Council President Gary Harris.*

The Clerk is custodian of the City Seal and certifies municipal documents processed through his office. He is also the custodian of city records and supervises the archives and Records Storage Center.

The Clerk has a number of other important responsibilities established by statute, including the conduct of municipal and special elections, and the supervision of primary and general elections.

The Clerk administers the oath of office to newly elected and appointed officials. Under a 1985 ordinance, he is also responsible for

maintaining and updating a complete inventory of all real estate owned by the city.

The Clerk's Office also issues marriage licenses — about 1,500 a year — and permits for bingo games and raffles, and participates in the processing of taxicab licenses and constable applications.

Newark's oldest and largest collection of official records is in the hands of the City Clerk's Office. Documents dating back to the city's incorporation in 1836 are stored in fireproof vaults, and new documents are reproduced and distributed at the rate of millions of pages a year.

# Department of Administration

The head of the Department of Administration is the Business Administrator, who is appointed by the Mayor with the approval of the Municipal Council.

The Business Administrator is appointed on the basis of qualifications, experience and training.

Under the direction and supervision of the Mayor, the Business Administrator and his professional staff, supervises and coordinates the operations of the various department, divisions and agencies of the city government.

The Business Administrator also is responsible for:

- (a) assisting the Mayor in the preparation of the city budget;
- (b) developing and enforcing sound purchasing and personnel practices and procedures for city agencies;
- (c) prescribing and issuing rules and regulations for the efficient management of the government consistent with the charter and ordinances of the city;
- (d) efficient management of his own department, where he has the general powers and duties of a department head.

The Business Administrator also chairs a number of committees of city officials to coordinate their actions on such matters as capital improvements, labor relations, collection of revenue, and management of federal and state grants.

As the No. 2 person in the executive chain of command, the Business Administrator is in effect a general manager, overseeing all day-to-day operations and directly supervising the four divisions of his own department:

## DIVISION OF BUDGET

Budget preparation is the major activity of this division, which is headed by the Budget Officer. It conducts a detailed review of each city agency's budget requests and makes recommendations to the Mayor.

Through its budget review and control procedures, it assures that funds are expended for the purposes intended by the approved budget appropriation. The division also analyzes the operations of city agencies to determine where more efficient and economical practices can be instituted.

## DIVISION OF CENTRAL PURCHASING

Under the supervision of the city Purchasing Agent, this division purchases and distributes all supplies, materials and equipment, and contracts for all services required by agencies of the city government with the exception of engineering projects.

The division establishes and enforces specifications for materials and services purchased and makes the necessary inspections. Central Purchasing also disposes of unwanted city property, and conducts auctions of old vehicles, and of property confiscated by the police.

## DIVISION OF PERSONNEL

The head of this division is the city Personnel Officer who is responsible for the enforcement and administration of Civil Service laws. He recruits qualified persons for employment and prepares and recommends administrative policies, including job classification studies, wage and salary plans,

in-service training programs, and grievance procedures, and carries out other personnel duties.

## DIVISION OF OFFICE SERVICES

This division was created in 1986 to bring together a number of services scattered through various agencies.

This division is responsible for: The distribution of all incoming mail for city agencies, and the processing of all outgoing mail; printing of stationery and publications, and reproduction of documents; the graphic design and typography of printed materials; photography for publicity, displays, and records; and the acquisition and operation of internal telephone systems capable of reaching all city agencies and handling thousands of calls a day.

The work of this division is essential in helping the government maintain contact with the people, and provide information quickly and attractively.



*Moving a mountain of documents.*



# Department of Finance

The Director of Finance is the city's chief fiscal officer. He is charged with safeguarding the financial interests of the City of Newark.

The department is directly responsible for the accounting, pre-auditing and control of all municipal revenues and expenditures; custody, receipt and disbursement of city monies; safety of municipal investments, and management of the municipal debt.

In addition, the Director is responsible for the development of financial policies and recommendations to the Mayor, and for the operation and maintenance of all electronic data processing systems used by the municipal government.

## DIVISION OF ACCOUNTS AND CONTROL

Under the supervision of the Municipal Comptroller this division maintains the city's central payroll system and all accounting records; prescribes uniform accounting systems and procedures for all agencies, pre-audits all expenditures of city funds and maintains all budgetary controls.

## DIVISION OF TREASURY

The Director of Finance is the City Treasurer and as such is responsible for all city funds. The Treasurer has the responsibility for the investment of city funds, not currently required for operations, in governmental bonds and notes and in insured, interest-bearing savings accounts. The disbursement of all monies, upon warrant of the Comptroller, is processed by this division.

## EMPLOYEES' RETIREMENT SYSTEM

In 1954 three separate employee pension funds were consolidated into a single Employees' Retirement System. This agency provides a retirement program for city employees, exclusive of uniformed police and

firefighters, teachers or other Employees' who are members of state pension systems. In 1990 state law permitted municipal employees with option to join the State's Public Employees Retirement System (PERS). Persons who become permanent employees of the city prior to age 45 are required to become members of the retirement system.

Under state law, a Pension Commission of seven members is in existence to oversee and control the funds contributed jointly by employee members and the City of Newark.

## REVENUE COLLECTIONS DIVISION

Under the supervision of the City Tax Collector, this division receives and collects all monies owed to the city, such as real estate, payroll and parking taxes; tax title liens; franchise and gross receipts taxes; license fees, and water bills. The division also prepares and mails the annual tax bills, and conducts the annual sale of liens for unpaid back taxes.

## DIVISION OF WATER ACCOUNTING AND CUSTOMER SERVICE

This division is responsible for reading water meters and computing and mailing water bills, and enforcing collections. This division also maintains cost records and a complete utility accounting system. This division is financed by the Water Utility Fund, whose revenues are derived from the sale of water to local customers and other municipalities.

## DIVISION OF TAX ABATEMENTS AND SPECIAL TAXES

This division was created in 1988 to coordinate all the activities relating to the collection and recording of all tax abated projects and special taxes. In addition to making sure that payments of all tax abated projects and special taxes are received on time, they prepare reports on the status of all the projects.

The division, under the supervision of its manager, takes steps and enforces rules to collect arrearages and delinquencies. It also makes recommendations to the Municipal Council about tax abatements that should be

rescinded due to failure to comply with the provisions of the financial agreements.

The responsibility for the issuance of all licenses is also placed under this division.

\* \* \*

# Department of Law

The City of Newark, like any multi-million-dollar corporation, requires daily legal guidance.

The Department of Law operates under the direction of the Corporation Counsel. She and members of her staff are legal advisers to the Mayor, Municipal Council and city officers, boards, bodies or commissions on legal matters relating to city government. These matters, among others, include real estate and personal taxes, urban renewal, slum clearance, general health and welfare of the public, housing violations and public safety.

The Law Department is charged with the responsibility of preparing contracts, deeds, ordinances and resolutions. It represents the city and its officers in most suits instituted by or against them.

When required, the Corporation Counsel appears before the Municipal Council, county and state governing bodies to present legal views of the City of Newark. All proposed legislation that comes before the Municipal Council is reviewed by the Law Department to be sure that it is in proper legal form, and is consistent with federal and state laws. The department's attorneys also review all claims against the city for injuries or damages and negotiate settlements or defend the city against these claims in court. These lawyers also represent the city in prosecutions for violations of health and housing codes.

The Corporation Counsel is assisted by two First Assistant Corporation Counsels, one for administration and one for litigation, and more than 20 lawyers, many of them specialists in particular types of cases.

## INSURANCE FUND COMMISSION

This commission, which was assigned to the Law Department in the 1986 reorganization, protects against loss of city-owned property by arranging for adequate insurance coverage. Involved are various types of insurance such as fire, liability, elevator, steam boiler, theft, floaters, etc. A substantial amount of this insurance is carried by the Insurance Fund itself, as self-insurer. The balance is placed with companies authorized to do business in the State of New Jersey. The Commission is made up of three city officials who serve without salary.

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## Department of General Services

Established in 1979 to carry on certain public works functions, the Department of General Services is responsible for administra-

tion, operation, maintenance and repair of the city's public property.

This includes City Hall and some 65 other buildings, recreation facilities, 900 motor vehicles, and equipment needed for the operation of municipal government.

Headed by the Director of General Services, this department is organized into two divisions: Motors, and Public Buildings.

### DIVISION OF MOTORS

This division is responsible for maintaining, repairing and storing the city's fleet of more than 900 vehicles and related equipment. The fleet includes automobiles, motorcycles, light and heavy trucks, snow removal equipment, fire engines, front-end loaders, and other apparatus. Because of varied work schedules of some city departments, this division operates on a 24-hour basis throughout the year.

The Division of Motors has its administrative office and main repair facility at

36 Victoria Street, near Frelinghuysen Avenue, and a preventive maintenance garage at 441 Broadway. Additional repair and maintenance facilities are planned as satellites of the central garage.

### DIVISION OF PUBLIC BUILDINGS

This division provides maintenance, repairs and support services to all city buildings. Its primary duties are:

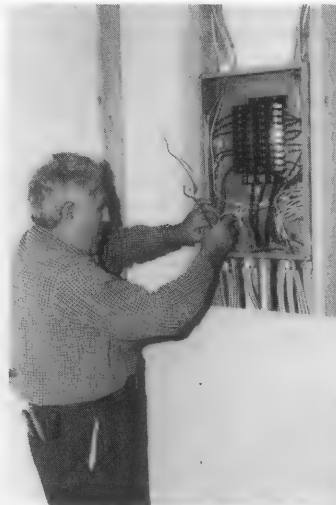
- Build, remodel, repair and maintain city buildings;

- Provide custodial, janitorial and security services for some buildings;

- Help arrange for parades, holiday celebrations, and exhibits;

- Manage and operate the City Hall complex, police and fire stations, and other city buildings.

- Care for recreation facilities, including swimming pools.



*General Services workers repair city trucks and upgrade wiring and  
woodwork at City Hall, while city employees work on Christmas tree.*



# Police Department

The mission of the Newark Police Department is the stabilization of the City's neighborhoods and the securing of the business districts in order to create a climate for a safe community life and economic growth. This mission is accomplished through the preservation of the public peace; the prevention and detection of crime, the arrest of violators of criminal statutes and City ordinances; suppression of unlawful or dangerous assemblage; and the preservation of order.

Under the direction of the Police Director, the Department, which consists of 1,397 sworn and civilian members, seeks to accomplish its mission through Community Service Policing (CSP), a strategy designed to not only combat crime and maintain order but bring the police department into a closer working relationship with the neighborhoods. Working with social service agencies and educational institutions, this innovative approach can result in the stabilization of neighborhoods, revitalization of the downtown economy and improvement of the overall quality of life for everyone.

## PATROL BUREAUS

Components of the CSP strategy include the division of the City into two (2) patrol areas named Area A and Area B, the decentralization of the traffic, enterprise and tactical units and the reassignment of one hundred sixty-two (162) officers to the patrol bureaus.

The two patrol bureaus are the largest segment of the department — comprising seventy percent (70%) of its personnel — and has the primary responsibility for delivering police services throughout the city.

Each patrol area is commanded by a deputy chief. Area A comprises the West District precinct located at 17th Avenue and the North District precinct located at Lincoln Avenue. Area B consists of the South District precinct at West Bigelow Street and the East District precinct at Market Street.

As a result of the reorganization, precinct captains have more resources available for meeting community service demands. Additionally, the increase in mobile response unit has greatly improved the Department's ability to handle calls for service.

## DETECTIVE BUREAU

The Detective Bureau includes the Detective, Narcotic, and Juvenile Units, the Chemical and Ballistic Laboratories, and the Property and Evidence Unit. It is the Bureau's continuing responsibility to investigate crimes, identify and locate suspects, recover stolen property, enforce narcotic laws, handle juvenile offenses, analyze evidence, and store recovered property.

Commanded by a deputy chief, the Bureau's primary investigative units are: Homicide Squad, Narcotics Squad, Auto Squad, Juvenile Investigation Unit and the General Investigative and Central Night Detective Squads. Also in this bureau are the Warrant Squad and the Sex Assault Rape Analysis (SARA) unit.

## BUREAU OF PROFESSIONAL STANDARDS

The Bureau of Professional Standards is responsible for ensuring the integrity, efficiency and effectiveness of the Department. The Bureau conducts internal investigations, staff inspections and the medical examinations of all sick and injured personnel and medical examinations of candidates.

The Bureau consists of three (3) organizational units: Internal Affairs Division, Staff Inspection Division and Surgeon's Office.

The goal of the Internal Affairs Divisions (IAD) is the investigation of alleged non-compliance with all the rules and regulations and recommendations for disciplinary actions of personnel.

The newly created Staff Inspection Division (SID) seeks to examine and evaluate the functions of departmental entities and their ability to accomplish objectives in accordance with existing policies, rules and procedures when adherence to rules and procedures do not result in the best possible use of personnel and equipment. An analysis of the findings of SID may facilitate cost effective and improved levels of service.

## ADMINISTRATIVE SERVICE BUREAU

This bureau replaces the Special Operations Division and was created to bring under a distinct administrative banner specialized units: Prisoner Detention Division and Records and Identification Bureau.

## BUREAU OF TRAINING

This newly created unit was developed to enhance the training of Newark Police Officers and consists of the Police Academy, In-Service Training Unit and Firearms/Ordinance Unit.

## CENTRAL COMMUNICATION BUREAU

The reorganization has resulted in strengthening the Communication Bureau, the nerve center of the Department. Commanded by a deputy chief, as are all of the bureaus in the Department, this unit has been restaffed with five (5) captains to enhance its support of field operations. Key to the success is the upgrading of the Computer Aided Dispatch (CAD) system which provides management information relative to dispatch and motor vehicle/teletype record information and retrieval.

## DIVISION OF COMMUNITY SERVICE

The Division of Community Service is at the heart of the Department's reorganization strategy. This division is responsible for developing a neighborhood stabilization plan.

The many different units of this Division include: a recruitment section, a candidate investigation unit, the Police Athletic League (PAL), block watch groups unit and school traffic guards unit. Additionally, the Division comprises officers from the revamped Crime Prevention Unit and the Drug Abuse Resistance Education (DARE) Program which targets children before they are likely to have been led by their peers to experiment with drugs, tobacco or alcohol.

## ALCOHOL BEVERAGE CONTROL

Three ABC commissioners are appointed by the Mayor to issue liquor licenses, hold hearings on local ABC matters, approve or disapprove license transfers, and take disciplinary action against holders when warranted.

## DIVISION OF TAXICABS

The Manager, the chief officer of the division, is charged with regulating, supervising, developing and improving transportation of persons by licensed taxicabs. He supervises and enforces the rates of fare to be collected as well as the maintenance of standards and conditions of service established by city government. He may revoke or suspend licenses issued by the city, and establish qualifying standards.





*Befriending and defending the community.*



*Fighting the flames, any day or hour.*

## Fire Department

The Newark Fire Department in 1989 has celebrated its 100th anniversary, marking the State Legislature's grant of its first charter in 1889.

Today's Fire Department consists of 748 members, with 32 firefighting units responding from 20 separate locations. They are available 24 hours a day, seven days a week.

Fire Department Headquarters is located at 1010 18th Avenue, where the Director/Fire Chief supervises and coordinate the work of:

### FIREFIGHTING DIVISION

This division consists of 20 engine companies, 10 ladder companies, one rescue squad, and one fireboat. Members of this division respond to any fire alarm from any point within the city.

### FIRE SIGNAL SYSTEM OPERATION DIVISION

This division is responsible for construction and maintenance of the fire alarm system consisting of 706 public fire alarm boxes. It is also responsible for the reception of all alarms and the dispatching of equipment to the scene of emergencies from the fire communications center in City Hall.

### DIVISION OF FIRE PREVENTION AND LIFE SAFETY

This division is responsible for enforcement of the Fire Prevention Code and the Fire Sub-Code of the State Uniform Construction Code through inspections. Comprehensive records of all fire activity are maintained by this Division. Fire prevention education activities are conducted on an ongoing basis for schools, and business, social, religious and fraternal groups.

### DIVISION OF INVESTIGATION

Fires of a suspicious nature or from unknown causes, as well as false alarms, are investigated. This unit also closely examines all serious fires involving injuries and loss of life.

### DIVISION OF TRAINING

This division, operating from the new, modern Fire Training Center inaugurated beside the Passaic River in 1974, maintains a continuous training program for all Fire Department members throughout the year, and teaches basic and advanced courses in the science of firefighting. Staff members also conduct supervisory courses for Civil Defense auxiliary firefighters and local industrial, office and hospital fire brigades.

### DIVISION OF COMMUNITY RELATIONS

This group works on many special projects, including personnel recruitment and public relations. At times of disaster, it serves as a liaison between the Fire Department and other government and social agencies to channel necessary services to the public and eliminate any duplication of effort, and to find shelter for homeless victims.

### PLANNING AND RESEARCH

This division is responsible for the monitoring and planning of Fire Department operations, including manpower, apparatus and equipment. It is responsible for developing and monitoring master planning and a long-range Capital Improvement Program.

### SPECIAL SERVICES AND SUPPLY

This unit is responsible for supplying all sections of the department. Repair shops include the following: hose and appliances, masks, ladders, canvas, small equipment, and apparatus maintenance.

### OFFICE OF EMERGENCY MANAGEMENT

This office, formerly known as Civil Defense and Disaster Control Council, works in cooperation with state and federal governmental units, and is responsible for establishing a comprehensive municipal disaster control plan for use in the event of a national or local emergency.

# Department of Health and Human Services

In the 1986 reorganization of municipal government, the Department of Health and Human Services was established to protect and promote the health, welfare, and leisure life of Newark's people. The new department brings together most of the activities that were in separate Departments of Health and Welfare, and Recreation and Parks. It provides a broad array of services — from birth certificates to swimming meets, from chest x-rays to dog control — through its five inter-related divisions: Community Health, Welfare, Environmental Health, Social Services, and Recreation and Cultural Affairs.

## DIVISION OF COMMUNITY HEALTH

Under the supervision of the Manager of Community Health and the city's Health Officer, this division is responsible for administering state and city laws to ensure a healthy and sanitary environment; providing certain medical services, and compiling vital statistics.

The division provides:

Maternal and child health services, including infant and preschool, and health services in parochial schools, and for handicapped children.

Dental health services.

Official birth and death records.

Preventable disease control services for communicable ailments, tuberculosis and venereal disease.

Laboratory services.

General medical, emergency, diabetic and podiatric clinics.

Public health and nutrition education.

Also within this division are these major projects:



Childhood Lead poisoning Prevention and Control, which screens children and seeks elimination of sources of lead contamination.

Homeless Health Care, which sends teams of doctors, nurses and social workers to shelters and soup kitchens to help meet the medical and social needs of homeless people.

Women's, Infants' and Children's (WIC) Supplemental Food Program, which provides nutritious food, education, and health care for pregnant women, babies and youngsters.

Under the city ordinances this division is also responsible for chronic disease control, public health nursing, medical social work, and some clinics.

## DIVISION OF WELFARE

Under the Manager of Welfare, the division administers the General Assistance Program, which provides financial and medical help to needy adult residents who are ineligible for any categorical program.

The agency also provides referrals to other social services agencies such as food stamps, Social Security, State Employment Service,

*Through clinics and classes, the Department of Health and Human Services seeks not only to treat but to prevent a multitude of ailments and problems.*



Essex County Welfare, and local health and social agencies.

In addition, the Division of Welfare provides burial assistance for its clients, and also for indigent residents of Newark.

An average of 7,000 clients are helped each month, with a variety of state-mandated services. Those receiving aid must meet certain income criteria; if their financial situation improves, they are removed from the relief rolls.

The agency is regulated by the New Jersey State Department of Human Services, Division of Economic Assistance.

## DIVISION OF ENVIRONMENTAL HEALTH

Under the supervision of a manager, this division consolidates and coordinates all health and sanitary inspections and responds to public complaints of problems concerning food and drugs, rodents, weights and

*Young and old both get many chances to display their talents in the department's programs, ranging from seniors' craft shows to children's sports contests.*



measures, carnivals and animals. The division enforces the ordinances and laws governing these activities.

The Division of Environmental Health includes:

**Environmental Unit:** Enforces local, state and federal air pollution and environmental regulations with the Suburban Regional Health Commission and the N.J. Department of Environmental Protection.

**Food and Drug Bureau:** Checks conditions in restaurants, groceries, processing plants and institutions that serve meals, and licenses and trains foodhandlers.

**Dog Control Bureau:** Issues dog licenses and picks up stray animals, in conjunction with the Associated Humane Societies.



**Rodent Control:** Exterminates rats, investigates rodent infestation complaints, and provides information on eliminating rodents and vermin.

**Weights and Measures:** Annually inspects all weighing and measuring devices used in Newark, provides a state seal for proper devices, and orders repairs for incorrect ones.

#### **DIVISION OF SOCIAL SERVICES**

This agency, created in 1986, supervises a number of city and grant projects, particularly for children and the elderly. Overseen by the Division of Social Services are:

**Child Care Network,** which provides financial and technical assistance to 18 day care centers enrolling nearly 4,000 preschool children.

**Newark Office on Aging,** which operates its own neighborhood centers and coordinates the work of others. This agency also provides transportation and vital social services to many of Newark's older residents.

**Elderly Nutrition Project,** which supplies wholesome hot meals for senior citizens every weekday at centers throughout the city.

**The Summer Nutrition Program (SuNuP),** which serves lunches to eligible children during the summer months, and the **Child Care Food Program,** which supplies breakfasts, lunches, snacks or dinners to eligible children, aged 2 to 12, in educational after-school or day care center settings.

#### **DIVISION OF RECREATION AND CULTURAL AFFAIRS**

This division was formed in 1986 to continue the activities of the former Department of Recreation and Parks, and to exercise a municipal role — for the first time — in the planning and sponsorship of cultural programs. The division organizes and operates programs in sports, drama, dance, music, arts and crafts, aquatics and camping, as well as seasonal events, at recreation centers in Newark and in the city's Pequannock Watershed.

The division presents instruction and competition at year-round centers — including Ironbound, John F. Kennedy, Boylan Street and St. Peter's — and at seasonal facilities, including Camp Watershed and neighborhood playstreets. Outdoor swimming pools are also operated in each ward during school summer recesses. Activities at various centers range from ice skating, hockey, soccer, paddle ball and tennis to exhibits, concerts, holiday parties, and shows.

The division works closely with other public and private agencies, such as the Newark Board of Education, Newark Housing Authority, and Essex County Department of Parks, recreation and Cultural Affairs, to assure maximum use of all public recreation facilities, and the most diversified and coordinated programs for Newark citizens.



# Department of Land Use Control

The Department of Land Use Control was created by the Mayor and Municipal Council in 1986 to centralize all governmental functions relating to the private use of land. As stated in its city ordinance, the new department's mission is "to establish and enforce reasonable standards for the peaceful enjoyment and use of real property within the City of Newark."

Through its three divisions — Assessments, Inspections and Enforcement, and Office of Boards — the department determines the taxable valuation of property and the uses that are permitted on all property throughout the city. It also regulates the upkeep and repair of property, and the levels of rents charged by landlords. The department seeks to insure that private property is not developed or used in ways that threaten safety and welfare, or harm the public interest.

To improve coordination and efficiency, the city has brought together in this department services that were previously scattered in the Mayor's Office and in the Departments of Administration, Finance, Engineering, Health and Welfare, and Fire.

The Director of Land Use Control and his immediate staff oversee:

## DIVISION OF ASSESSMENTS

This office, headed by the Tax Assessor, evaluates property for taxation purposes. The Tax Assessor, who determines policy to arrive at equitable taxation within the provisions of State laws, is aided by trained assessors and tax specialists. The Assessor's Office levies some 40,000 assessments on properties in Newark, and operates with some autonomy in setting values.

All real property not exempt by law is assessed uniformly. Comprehensive records, including an up-to-date city tax map, are compiled to show new construction, alterations, rental income, sale prices, leases, neighborhood changes and other data relative to property values.

This office processes taxpayer appeals from assessments, and applications for veterans and senior citizen exemptions. The tax surveyor's unit maintains extensive records establishing the ownership, location, size, etc., of all real property.

## DIVISION OF INSPECTIONS AND ENFORCEMENT

This new division also consolidates activities that were formerly in several departments, and is charged with enforcement of many ordinances — housing, fire safety, zoning, sanitation, and licenses. However, inspections of new construction and of health conditions are still handled by other departments.

The new Division of Inspections and Enforcement assigns teams of Property Maintenance Inspectors, specially trained and certified, to different neighborhoods. They investigate complaints, and also conduct routine checks. They can issue complaints which order the correction of violations, and can seek fines and even jail sentences for serious or persistent offenders. Data on all cases are now being computerized to speed and improve enforcement.

## OFFICE OF BOARDS

This new unit provides staff support for these semi-autonomous boards and commissions that regulate private real estate:

## CENTRAL PLANNING BOARD

The Central Planning Board is composed of nine members, including the Mayor, a member of the Municipal Council, a representative of the Business Administrator, and six citizens appointed by the Mayor. The Central Planning Board is the zoning commission and as such conducts extensive studies into zoning problems. The Board also plans for the physical development and redevelopment of the City of Newark and assists in all phases of urban renewal. The board also maintains and amends the Master Plan for development, administers the Land Subdivision and Site Plan ordinances, and passes on street vacations and blight declarations.

## BOARD OF ADJUSTMENT

Seven members of the Board of Adjustment and two alternates are empowered to hear applications for variances from the regulations of the city Zoning Ordinance and are also empowered to grant approval of subdivisions, conditional users, and site plans when reviewing an application for a use variance. This is the only city board whose members all are appointed directly by the Council.

## RENT CONTROL BOARD

The Rent Control Board was established in 1973 to regulate, control and stabilize rents for housing space in dwellings in the city. The board, consisting of five members appointed by the Mayor with the advise and consent of the Municipal Council, is composed of two tenants, two landlords and a fifth member who is neither tenant nor landlord. The members are appointed for terms of two years. The board may establish rental increases, decreases or surcharges, and effective dates for rental changes. It may also hold hearings to allow landlords and tenants to express their views publicly.

# Department of Engineering

The Department of Engineering, created by ordinance in March 1973, was established to provide all departments of city government with professional engineering and related technical services. In May 1979, the Newark Municipal Council enacted legislation which provided for a major reorganization of duties and responsibilities of city departments which greatly increased the activities of the Department of Engineering.

The major duties of this department involve the planning, execution, and management of public works functions and activities and the implementation of improvements to various municipal service systems, including refuse collection and disposal; demolition; street cleaning; snow removal; water supply; general engineering services; maintenance and repair of traffic signals, signs and markings, and installation and maintenance of parking meters.

## OFFICE OF THE DIRECTOR

The Director has the power to authorize, direct and supervise land surveys and soil tests. His office also establishes the official

grade and line for streets, sewers and other related structures, as well as maintaining the official city map and all survey and engineering records, including construction drawings.

Also within this division are responsibilities for issuing permits for renovations, new construction and demolition under the Uniform Construction Code, and permitting all street and sidewalk work, including repair of curbs and gutters, street and sidewalk openings, and encroachments by objects and structures above and below the city streets and sidewalks.

The Director of Engineering oversees the issuance of permits for all new construction and alterations, and the department handles all inspections of buildings, elevators, and plumbing and electrical systems. To enforce the Uniform Construction Code, these inspectors check any new or altered structures or systems, and also investigate complaints from the public about hazardous conditions.

## DIVISION OF ENGINEERING AND CONTRACT ADMINISTRATION

Under the supervision of the Director, the division furnishes all departments of the city with professional engineering and related technical services. It relates to other city agencies and other governmental jurisdictions, and undertakes analyses of designs, conditions, and performance of the public works systems, including water, sanitary and storm sewers, streets and highways, traffic control equipment, and street lighting, sewage and solid waste disposal, and public buildings. It also formulates plans, specifications, standards, schedules and cost estimates.

Other units attached to the Engineering Division are Traffic Engineering, which draws plans to facilitate vehicular movement and parking; Environmental Services, which

oversees recycling and pollution control efforts; Architecture, which prepares and reviews plans for municipal construction projects; and Contract Demolition, which arranges for the razing of abandoned buildings by private contractors.

Some vacant structures which are hazardous to health and safety or offensive to their neighborhoods are demolished by city employees in the Department of Engineering.

Demolition contracts are utilized to remove additional structures posing an imminent danger to the public, or too large to be torn down by city crews.

## DIVISION OF SANITATION

This agency is responsible for street cleaning, refuse collection and disposal, snow removal, street repairs and the care for all city parks and grounds. An equipment replacement program assures availability of the most modern, up-to-date operating vehicles and machinery at all times.

*(Continued on next page)*



*Removing another abandoned eyesore.*



*Taking away our garbage, on schedule.*

# Engineering

(Continued from previous page)

Approximately 251,540 tons of solid waste are collected annually. Over 650 miles of street gutters are cleaned of debris by motor sweepers. Other functions include cleaning, snow plowing and salting municipal parking lots and providing sand and salt for street traffic during winter storms and other emergencies.

Solid waste is presently carted to sanitary landfills operated by private firms maintained in accordance with the rules and regulations promulgated by the State of New Jersey, Department of Environmental Protection and Energy.

In some sections of the city, garbage collection and street cleaning are now done by private contractors hired by the City.

The City of Newark sponsors the largest citywide curbside recycling program on the East Coast, and one of the most successful. In April of 1990 the New Jersey Office of Recycling verified that Newark had recycled over 50% of its municipal solid waste in 1990.



*Smoothing the surface of our streets.*

The Manager of Sanitation supervises the maintenance and repair of all public streets within the city when work is performed by city personnel.

## DIVISION OF TRAFFIC AND SIGNALS

The construction, installation and maintenance of all facilities of traffic control and other electronic signals are the prime responsibility of this division. It also supervise the placement and maintenance of parking meters, traffic signs, pavement markings and street lights. City traffic specialists study problems of traffic control, especially congestion of city thoroughfares, and recommended practical solutions.

## WATER/SEWER UTILITY DIVISION

This agency combines the dual responsibilities of the Division of Sewers and the Division of Water Supply as they existed previously.

Newark's water supply has long been a most valuable asset. Its management, operation, maintenance and improvement are highly specialized and it serves approximately 600,000 persons. Under the direction of the Manager, the division is responsible for all reservoirs, aqueducts, distribution mains, hydrants, valves and other structures and facilities used to supply water to the city and nearby communities which purchase Newark water.

More than 120 million gallons are used daily; 77 miles of pipe convey the water to the city, where it is distributed through 600 additional miles of piping. There are five reservoirs in the Newark Watershed with a combined storage capacity of 14.4 billion gallons, and the Pequannock system covers 64 square miles.

The other major responsibilities of the division's personnel are to construct, reconstruct, operate and maintain over 400 miles of sanitary and storm sewers within the city and enforce regulations pertaining to sewer use.



*Helping pure water flow to our taps.*

The City of Newark, as a participating member in the Passaic Valley Sewerage Commission, pays a proportionate share of the cost of operating and maintaining that system. The annual cost to the City of Newark in 1990 was over \$23 million. Newark is also a participating member in the Second River Joint Meeting and the Joint Meeting Maintenance sewer systems.

## DIVISION OF DEMOLITION

The demolition of deteriorated buildings that are beyond rehabilitation, or pose hazards to the health and safety of nearby residents and businesses, is the responsibility of this division. Sometimes known as "team demolition," this division also uses city personnel to board or brick up structures until they can be razed or rehabilitated.

In removing dangerous eyesores, the city uses not only the work crews in this division but also the private contractors hired by the Department of Engineering.

The Division of Demolition also cleans, fences and maintains the many vacant lots owned by the city, so they do not annoy neighbors and they can attract investors.



# Department of Development

In recent years the physical, social and economic revitalization of Newark has become one of the highest priorities of municipal government. Several major agencies — some of them tied only loosely to the city government — became involved in the process, and channeled large amounts of federal, state and private funds into Newark's redevelopment.

In an effort to lessen duplication and competition, and simplify and speed up the process, the Mayor and Council in 1986 centralized most development functions in a single new department.

The Department of Development is responsible for the acquisition, management and disposition of real estate; the removal of abandoned buildings and debris from city-owned property, and financial and technical assistance for developers and investors.

This new department oversees the urban renewal activities which were formerly performed by the Newark Housing Authority, but were reclaimed by the city since 1983. In addition, the new department performs some of the tasks that were under the old Community Development Administration (also known as the Mayor's Policy and Development Office) for many years, or in the disbanded Urban Development Resources, Inc. Other projects have been taken over from the Departments of Administration and Engineering.

In consolidating authority and responsibility for housing and economic development under one roof, the new department tries to enlist government, business and citizens in the rebuilding of Newark. With a "one-stop" approach, the department attempts to maximize city help to developers by providing all the

services they need in a single location and in minimum time.

The Department of Development also has these goals:

- Increasing the return to the public through developments that add to the tax base, provide new jobs and services, and improve the city's appearance.

- Providing safe, decent and attractive housing, and related services, for citizens of all income levels.

- Maintaining balances between downtown and the neighborhoods, and between helping present Newark residents and businesses and encouraging new people and firms to come here.

Under the new city structure the Newark Housing Authority's role has been reduced to the construction and operation of public housing and the completion of its old urban renewal projects. The new department is now the City of Newark's official redevelopment agency.

The Department of Development has these operating divisions:

## DIVISION OF HOUSING ASSISTANCE

This agency works to increase housing investments in the city and revitalize and stabilize neighborhoods. It has assumed the functions of the now-defunct Urban Development Resources, and administers various grant and loan programs for the rehabilitation of housing in selected neighborhoods.

## DIVISION OF ECONOMIC DEVELOPMENT

Both citywide and neighborhood projects are handled by this agency, which provides assistance to commercial and industrial developers, and encourages business investment in the city. Through a contract with

the Newark Economic Development Corporation, the department also promotes downtown development, and seeks investments not only in industrial and commercial ventures, but also in neighborhood and minority enterprises.

## DIVISION OF PROPERTY MANAGEMENT

Through this agency the city acquires property for redevelopment, and relocates residents and businesses to make way for new construction. The division also manages residential and commercial buildings that have been taken over by the city, usually for unpaid taxes, and it collects rents on city-owned property.

The division has inherited the work of the old Office of Real Property and Real Estate Commission, and helps arrange for the sale or lease of land and buildings not needed by the city. The agency maintains a registry of the thousands of pieces of city-owned real estate, draws up the terms under which they can be bought or rented, and schedules periodic auctions to put properties back into private ownership — and on the tax rolls.

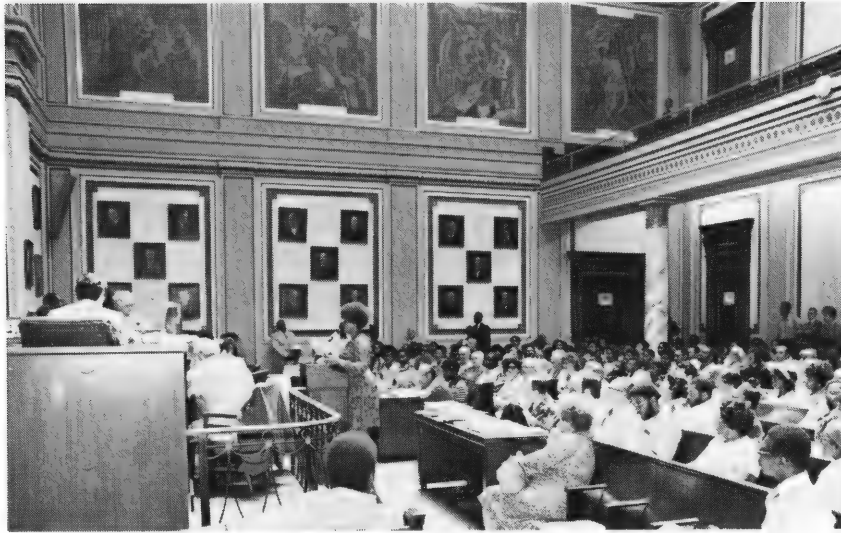
## DIVISION OF CITY PLANNING

Headed by the City Planning Officer, this division helps guide the orderly redevelopment of different sections of the City.

This division prepares, maintains and updates the Master Plan, and recommends changes in the Zoning Ordinance. It also conducts blight investigations to ascertain whether certain areas should be designated "blighted," and advises the Central Planning Board on these and other cases.

In addition, the division provides technical assistance to other agencies on planning questions, and gathers data, conducts research, and produces reports on the standards that should govern the physical development of the city.

# Newark's Historic City Hall



*Above: Ornate lamp post, and holiday concert in grand rotunda.*

*Left: Council Chamber is adorned with oil portraits and murals.*

City Hall has been the center of Newark municipal government since 1906. It has been altered only slightly through the years, but has undergone extensive rehabilitation in the last 10 years.

The building was formally designated a landmark by the State of New Jersey in 1977, and was placed on the National Register of Historic Places in 1978. The nomination form says.

“It is one of New Jersey’s best examples of the Beaux Arts influence in American public architecture. When completed, it represented the culmination of the political, social and economic aspirations of the nation’s third oldest major city.”

Newark was founded in 1666, and incorporated as a city in 1836. For 70 years afterward, local government was housed in a series of shared and rented buildings.

Construction of the present building began in 1902, and cost \$2 million. It was designed

by John H. and Wilson C. Ely, who were selected in a national architectural contest that drew 57 entries. The five-story, block-long building was formally opened December 20, 1906.

Like many Beaux Arts buildings, the granite structure is semi-classical, elaborate, balanced and spacious. Its central interior feature is a 77-foot-high rotunda, with a marble grand staircase, three tiers of balconies, and a skylit dome.

Also noteworthy is the Municipal Council Chamber, which contains eight historical murals and circular murals of the Seals of the City of Newark and State of New Jersey.

An annex building was erected behind City Hall in the 1920s, and linked to the main building by an elevated passageway. In recent years a number of municipal departments have outgrown City Hall and moved to other downtown locations.

Since the mid-1970, City Hall’s roof and

dome have been repaired, its elevators replaced, and all interior spaces cleaned and painted.

City Hall still houses the Offices of the Mayor, Municipal Council, and City Clerk; Departments of Administration, Law, Engineering, General Services; Land Use Control and Development; and the Divisions of Budget, Personnel, Assessments, Tax Collections, Water Accounting, and Permits and Licenses. Also here are agencies dealing with citizen complaints, affirmative action, zoning, and records of births, deaths and marriages.

Located elsewhere are the police Department, behind City Hall on Franklin and Green Streets; the Fire Department, with headquarters at 1010 18th Avenue in Vailsburg; the Health and Human Services Department, in old and new structures at William Street and University Avenue, the Finance Department and Purchasing Division in a renovated office building at 828 Broad Street. The Municipal Courts are located at 31 Green Street.

# Elected Officials, Past and Present

## MAYORS OF NEWARK

1. William Halsey, 1836-37
2. Theodore Frelinghuysen, 1837-39
3. James Miller, 1839-40 (A)
4. Oliver S. Halstead, 1840-41
5. William Wright, 1841-44
6. Stephen Dod, 1844-45
7. Isaac Baldwin, 1845-46
8. Beach Vanderpool, 1846-48
9. James Miller, 1848-51 (A)
10. James M. Quinby, 1851-54
11. Horace J. Poinier, 1854-57
12. Moses Bigelow, 1857-64
13. Theodore Runyon, 1864-66
14. Thomas B. Peddie, 1866-70
15. Frederick W. Ricord, 1870-74
16. Nehemiah Perry, 1874-76
17. Henry J. Yates, 1876-80
18. William H. F. Fiedler, 1880-82
19. Henry Lang, 1882-84
20. Joseph E. Haynes, 1884-94
21. Julius A. Lebkuecher, 1894-96
22. James M. Seymour, 1896-1903
23. Henry M. Doremus, 1903-07
24. Jacob Haussling, 1907-15
25. Thomas L. Raymond, 1915-17 (A)
26. Charles P. Gillen, 1917-21
27. Alexander Archibald, 1921-22 (B)
28. Frederick C. Breidenbach, 1922-25
29. Thomas L. Raymond, 1925-28 (A,B)
30. Jerome T. Congleton, 1928-33
31. Meyer C. Ellenstein, 1933-41
32. Vincent J. Murphy, 1941-49
33. Ralph A. Villani, 1949-53
34. Leo P. Carlin, 1953-62
35. Hugh J. Addonizio, 1962-70
36. Kenneth A. Gibson, 1970-86
37. SHARPE JAMES, 1986- (F)

- (A) Served non-consecutive terms  
 (B) Died in office  
 (C) Recalled in special election  
 (D) Resigned during term  
 (E) Appointed to fill vacancy  
 (F) Served in both ward and at-large seats on Council.

*Here is a list of all mayors of Newark since the incorporation of the city in 1836, and all members of the Municipal Council since the adoption of the present form of government in 1954. Newark was governed by a mayor and common council from 1836 to 1917, and then by a five-member commission until 1954. The present charter provides for a nine-member Council — four elected citywide, and five chosen from wards. The Council members choose their own President. This list was prepared with the help of the Newark Public Library and Newark Public Information Office.*

## COUNCIL PRESIDENTS

1. John A. Brady, 1954-58
2. Michael A. Bontempo, 1958-62
3. Ralph A. Villani, 1962-70
4. Louis Turco, 1970-73
5. Frank G. Megaro, 1973-74
6. Earl Harris, 1974-82
7. Ralph T. Grant, Jr., 1982-86
8. Henry Martinez, 1986-90
9. Ralph T. Grant, Jr., 1990-91 (A)
10. Donald Tucker, 1991-92
11. Donald Bradley, 1992-93
12. GARY HARRIS, 1993-94

## COUNCIL MEMBERS AT LARGE

Michael A. Bontempo, 1954-66, '70-74 (A)  
 John A. Brady, 1954-66  
 James T. Callaghan, 1954-62, '66-68 (A,D)  
 Jack Waldor, 1954-58  
 Raymond V. Santoro, 1958-62 (B)  
 Anna Santoro, 1962 (E)  
 Anthony Giuliano, 1962-68 (B)  
 Ralph A. Villani, 1962-68 (B)  
 Leon Ewing, 1968 (E)  
 Anthony J. Giuliano, 1968-78  
 Anthony Imperiale, 1968-70  
 Calvin D. West, 1966-70  
 Sharpe James, 1982-86 (F)  
 Earl Harris, 1970-82, 1986- (A,B)  
 MARIE L. VILLANI, 1973- (E)  
 DONALD TUCKER, 1974-  
 RALPH T. GRANT, JR., 1978-  
 GARY HARRIS, 1988- (E)

## NORTH WARD COUNCIL MEMBERS

Mario V. Farco, 1954-58  
 Joseph V. Melillo, 1958-70  
 Frank G. Megaro, 1970-74  
 ANTHONY CARRINO, 1974-

## EAST WARD COUNCIL MEMBERS

Philip Gordon, 1954-68 (D)  
 Louis Turco, 1968-74 (D)  
 Finney J. Alati, 1974 (E)  
 HENRY MARTINEZ, 1974-

## WEST WARD COUNCIL MEMBERS

M. Joseph Gallagher, 1954-58  
 Frank Addonizio, 1958-70  
 Michael P. Bottone, 1970-82  
 RONALD L. RICE, 1982-

## SOUTH WARD COUNCIL MEMBERS

Samuel Cooper, 1954-57 (B)  
 Sophie Cooper, 1957-62 (E)  
 Lee Bernstein, 1962-69 (C)  
 Horace P. Sharper, 1969-70  
 Sharpe James, 1970-82 (F)  
 Donald M. Payne, 1982-89 (D)  
 DONALD BRADLEY, 1989- (E)

## CENTRAL WARD COUNCIL MEMBERS

Irvine Turner, 1954-70  
 Dennis Westbrook, 1970-74  
 Jesse Allen, 1974-78  
 Benjamin F. Johnson, III, 1978-82  
 GEORGE BRANCH, 1982-



# Some facts About The City of Newark

## GEOGRAPHY

Newark is at latitude 40°44' and longitude 74°10'. Altitude above sea level ranges from 0 to 273 feet (Ivy Hill).

Newark occupies 24 square miles, smallest land area among 50 largest cities in the U.S. Some 20% of Newark land is occupied by the airport and seaport.

Average monthly temperatures range from 31 in January to 76 in July. Mean annual rainfall is 42 inches, and snowfall is 21.5 inches.

## GOVERNMENT

Original settlement, 1666; Queen Anne charter, 1713; Township of Newark, 1789; incorporated City of Newark, 1836; City Commission government, 1917; Mayor-Council government (Plan C of N.J. Optional Municipal Charter Law), July 1, 1954.

A total of 101,260 persons were registered to vote and 34,929 actually voted in municipal election in 1990. Next regular municipal election will be May 10, 1994.

## POPULATION

U.S. Census counted 275,221 persons in Newark in 1990, compared with 329,248 a decade earlier. State estimated population at 313,639 in July of 1988.

Newark is largest city in New Jersey, and 56th largest in nation.\* It has fifth highest density of population among American cities.

Census showed Black population of 160,885 (58.5%) and Hispanic population of 71,761 (26.1%). \*Black total is 15th largest in nation. Over one-half of Hispanic population are Puerto Rican.

Newark has 91,552 households, including 62,641 families. Some 28.5% of population is under age 18, and 9.3% is over 65. Median age is 29.6.

Newark is the core of four-county Consolidated Metropolitan Statistical Area (CMSA) with 1.9 million persons. \*17th largest in country.

## EDUCATION

Newark has 5 colleges and universities with total enrollment of 28,520, and campuses covering 320 acres.

Institutions of higher learning and dates they opened in Newark are: Essex County College, 1968; N.J. Institute of Technology, 1881; Rutgers-Newark, 1946; Seton Hall Law School, 1971; University of Medicine and Dentistry of N.J., 1966.

Total of 68,241 Newarkers are enrolled in schools, including 48,241 in public schools.

Newark Board of Education operates 60 elementary, 15 high, 2 middle, and 8 special schools. There are also 33 private and parochial schools, and two public vocational high schools.

## CULTURE

Newark Public Library, with more than 1.2 million books in main library and 9 branches, lends over 1 million items and answers about 368,000 questions a year.

The Newark Museum, founded in 1909, houses distinguished collections in 66 new galleries which reopened in 1989 following a major renovation. Nationally recognized for its educational programs as well as its art and science collections, the Museum serves almost 350,000 annually.

Symphony Hall (2,917 seats) is home of State Opera, New Jersey Symphony, Theater of Universal Images, and Newark Boys Chorus.

## EMPLOYMENT

\*City labor force is approximately 139,400 of whom 123,700 are employed. More than 80% work in private business, 15% in government, and 3% for themselves. Unemployment rate is 11.2% (1985).

\*Largest areas of employment are manufacturing, retail stores, banking and insurance, health services, and transportation.

\*There are 5,000 employers in Newark. The largest are in order of work forces: University of Medicine and Dentistry, Prudential Insurance, AT&T-Western Electric, Public Service, and Rutgers University.

Total city employees, 3,540. Department totals: Police, 1,354; Fire, 753; Engineering, 368; Health and Human Services, 267; General Services, 134; Land Use Control, 99; Mayor's Office and Agencies, 166; City Clerk and Council, 119; Finance, 106; Administration, 100; Law, 50; Development, 24 (as of 1990).

\*Total spendable income (after-tax) in Newark exceeds \$2 billion a year. Household average was \$20,447 in 1980. Census then showed 22% of Newark households over \$25,000 and 33% under \$10,000. Per capita income \$5,897 in 1983.

## FINANCE

Total assessed valuation for all taxable real property exceeds \$1 billion. Tax rate

is \$12.96 per \$100 of assessed valuation in 1991. Newark also has \$2.42 billion in exempt (untaxable) property.

City operating budget for 1991 is \$395,208,101; total budget, including county and school taxes, is \$514,107,691. Municipal revenues provide 74% of city income; state aid accounts for 25% and federal aid, 1%.

Newark is home of eight banks, including largest three in state, and 12 savings and loan association. Deposits in local banks exceed \$20 billion.

Newark is third largest insurance center in nation, and home of largest insurance company in world (Prudential).

Newark has 300 types of businesses, including 1,800 retail and 540 wholesale firms. Total retail sales were \$990 million in 1985.

In 1990 Newark issued 3,037 building permits with total construction value of \$138,865,039.

## HEALTH

Newark has six major hospitals, with 2,371 beds; 711 resident physicians and 158 dentists; state-run ambulance service and three volunteer squads, including busiest in state.

Birth rate 20.2% per 1,000 population, and death rate 10.5% per 1,000 (as of 1988).

## HOUSING

1990 Census showed 102,473 housing units, of which 68.7% were rented, 20.6% owner occupied, and 10.7% vacant. There were 8,683 one-family houses.

Since 1980 more than 2,842 housing units have been built or rehabilitated. But more than half of Newark housing dates from before 1950.

Public housing consists of 13,000 apartments, including 2,952 for elderly, in 6 major projects. Some 30,000 persons reside in public housing.

## PUBLIC WORKS

Newark has 364 miles of paved streets, and 441 intersections with signals; 394 miles of sewers, 527 miles of water mains, 4,700 hydrants, 16,000 street lights, and 35,000 shade trees.

Pequannock Watershed covers 35,000 acres in Morris, Passaic and Sussex Counties; supplies half of 110 million gallons consumed daily by customers of Newark's water system.

There are approximately 900 cars, trucks and other vehicles in city fleet.

Newark has 54 parks and squares totaling 39 acres. Largest are Jesse Allen (8 acres) and Military Park (6). In addition, seven county parks total 906 acres.

City maintains 5 outdoor pools, 1 indoor pool, 1 ice skating rink, 5 recreation centers.

## TRANSPORTATION

Newark International Airport, opened in 1928 and operated by Port Authority since 1948, is fastest-growing in U.S. It employs 13,500 persons, handles 365,000 flights and serves 21 million passengers a year.

Some 440 commuter trains bring 30,000 passengers into Newark on average weekday, and 39 bus lines carry 135,000 passengers a day in city.

Newark's 3.8-mile City Subway, opened in 1935 in old Morris Canal bed, carries 2 million passengers a year.

Newark is hub of seven major highways, including the Garden State Parkway and N.J. Turnpike.

Port Newark, with main channel 7,000 feet long, can berth 34 ships and is largest containership port in nation. Port Newark handles half the trade — more than 12 million tons of cargo — in Port of New York. Newark has 13 miles of waterfront on Newark Bay and the Passaic River.

## COMMUNICATIONS

There are five television stations, including WNET (13), and six radio stations licensed to Newark.

The Star-Ledger is 12th largest newspaper in U.S., with circulation of 470,000 on weekdays, and 696,000 Sundays.

Newark has 230,000 telephones. Newark Post Office handles more than 4 million pieces of mail daily, including 1 million of local origin.

## LANDMARKS

Newark has 54 buildings, 1 park (Branch Brook) and 3 districts (James Street Commons, Lincoln Park, and Forest Hill), 1 cemetery on National and State Registers of Historic Places.

Newark's tallest buildings are, in order: National Newark, 744 Broad St. (465 feet); Raymond-Commerce, 1180 Raymond Blvd. (448 feet); Prudential Plaza, 745 Broad St. (370 feet); Public Service (360 feet); Gateway I (355 feet).

*\*1980 Census information*

# Directory of Municipal Officials

## ELECTED OFFICIALS

Sharpe James, Mayor

Gary Harris, Council President

Council Member-at-Large

Donald Bradley, Council Member, South Ward

George Branch, Council Member, Central Ward

Anthony Carrino, Council Member, North Ward

Ralph T. Grant, Jr., Council Member-at-Large

Henry Martinez, Council Member, East Ward

Ronald L. Rice, Council Member, West Ward

Donald Tucker, Council Member-at-Large

Marie L. Villani, Council Member-at-Large

## OFFICE OF THE CITY CLERK

Robert P. Marasco, City Clerk

Mark E. Davis, Deputy City Clerk

Frank Bell, Chief Analyst

## DEPARTMENT OF ADMINISTRATION

Glenn A. Grant, Business Administrator

Assistant Business Administrator  
(Vacant)

### Division of Budget

Jacob Eapen, Budget Officer

### Division of Personnel

John D'Auria, Personnel Officer

### Division of Central Purchasing

Mamie Hale, Purchasing Agent

### Division of Office Services

Shirley Rice, Manager

## OFFICE OF THE MAYOR

Luis A. Quintana, Deputy Mayor

Everett Shaw, Deputy Mayor—Economic Development

Jackie Mattison, Chief Aide to the Mayor

Pamela Goldstein, Communications Manager

### Office of Affirmative Action

Linda Thornes, Acting Manager

### Office of Employment and Training

Howard Atkins, Director

## MUNICIPAL COURT

Alison Brown-Jones, Presiding Judge

Claude M. Coleman, Paul R. Daniele,

Anthony Frasca, Diana E. Montes,

Chester Morrison, Marilyn E. Williams, Judges

Robert Strand, Court Administrator

## DEPARTMENT OF LAW

Michelle Hollar-Gregory, Corporation Counsel

JoAnne Y. Johnson and John Pidgeon,

First Assistant Corporation Counsels

## DEPARTMENT OF FINANCE

Ronald Jean, Director

### Division of Accounts and Control

Donna Bowen, Comptroller

### Division of Treasury

Paul Barton, Assistant Treasurer

### Division of Revenue Collections

Michelle Jones, Tax Collector

### Division of Water Accounting and

Customer Service

Bob Whitley, Acting Manager

### Employees Retirement System

Bessie Staggers, Secretary

### Division of Tax Abatements/Special Taxes

M.C. Alexander, Manager

## DEPARTMENT OF GENERAL SERVICES

Luigi Campana, Director

### Division of Public Buildings

Durwin Johnson, Acting Manager

### Division of Motors

Michael Vanitsky, Manager

## DEPARTMENT OF POLICE

William R. Celester, Police Director

### Alcoholic Beverage Control Board

Charles Upshaw, Jr., Acting Secretary

### Division of Taxicab

Lee L. Williams, Director

## DEPARTMENT OF FIRE

Stanley Kossup, Fire Director

### Division of Emergency Management

Robert Swales, Deputy Director

## DEPARTMENT OF ENGINEERING

Alvin L. Zach, Director

### Division of Sanitation

Anthony Reed, Manager

## Division of Traffic and Signals

Guillermo Ceballos, Manager

## Division of Water/Sewer Utility

Daniel Berardinelli, Manager

## Division of Demolition/Property Clearance

Calvin Johnson, Acting Manager

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

Bobi Ruffin, Director

### Division of Community Health

Claude Wallace, Manager

### Division of Environmental Health

Kathy Lardieri, Manager

### Division of Welfare

Betty Rogers, Director

### Division of Social Services

Manager (Vacant)

### Division of Recreation

and Cultural Affairs

Roslyn L. Lightfoot, Manager

## DEPARTMENT OF LAND USE CONTROL

Edwin McLucas, Director

### Division of Assessments

Joseph Frisina, Tax Assessor

### Division of Inspections and Enforcement

Pablo Fonseca, Manager

### Office of Boards

Synthia James, Manager

### Central Planning Board

Alice Herring, Secretary

### Board of Adjustment

Meyer Krieger, Zoning Officer

### Rent Control Board

Synthia James, Administrator

## DEPARTMENT OF DEVELOPMENT

Marcus Dasher, Jr., Director

### Division of Housing Assistance

London Farley, Manager

### Division of Economic Development

McKinley Howell, Manager

### Division of Property Management

Marshall Cooper, Manager

### Division of City Planning

Harry Hines, City Planning Officer



